

REQUEST FOR PROPOSAL

Vol-I

Instructions to Bidder



SELECTION OF SERVICE PROVIDER FOR DEVELOPMENT AND IMPLEMENTATION OF IMPROVEMENT OF RH PORTAL, FOR PANCHAYATI RAJ AND DRINKING WATER DEPARTMENT, GOVERNMENT OF ODISHA

RFP REF NO: OCAC-SEGP-SPD-0050-2022-23039

Dtd.02/06/2023



ODISHA COMPUTER APPLICATION CENTRE
[TECHNICAL DIRECTORATE OF E&IT DEPARTMENT, GOVERNMENT OF ODISHA]
OCAC Building, Acharya Vihar Square, Bhubaneswar-751013, Odisha, India
W: www.ocac.in | T: 0674-2567295/2567283 | F: 0674-2567842

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Glossary of Terms

OCAC	Odisha Computer Application Centre
OSDC	Odisha State data Centre
RFP	Request For Proposal
UAT	<i>User Acceptance Testing</i>
SRS	Software requirement Specification Document
SP	Service Provider
SSL	Secure Socket Layer
RH	Rural Housing
PR & DW	Panchayatiraj and Drinking Water Department
SSO	Single Sign On

1. Fact Sheet:

S. #	Item	Description
1	Project Title	Selection Of Service Provider for Development and Implementation of Improvement of RH Portal, for Panchayati Raj and Drinking Water Department, Government of Odisha
2	Name of Purchaser	OCAC on behalf Panchayati Raj and Drinking Water Department, Odisha
3	Contact Person, Address and Email	General Manager (Admin) Plot No. N-1/7-D, Acharya Vihar RRL Post Office, Bhubaneswar Odisha - 751013 gm_ocac@ocac.in
4	RFP Document Fees	₹5,200/- inclusive of GST @ 12% (Rupees Eleven Thousand and Two Hundred only)
5	E-Nivida Registration Fees	₹2,500/- plus Applicable GST
6	Earnest Money Deposit	Bidders shall submit, along with their Bids, EMD of ₹3,00,000/- (Three lakhs) in the shape of Bank Draft OR Bank Guarantee (in the format specified in this RFP issued by any scheduled bank in favor of Odisha Computer Application Centre, payable at Bhubaneswar, and should be valid for 180 days from the due date of the tender / RFP. The EMD should be submitted in the General Bid. The EMD may also paid through electronic mode to the following financial Bank A/c No.: 149311100000195 Payee Name: Odisha Computer Application Centre Bank Name & Branch: Union Bank of India, Acharya Vihar, Bhubaneswar Account Type: Savings IFSC: UBIN0814938
7	Selection Method	QCBS (70% Weightage on Technical and 30% Weightage on Commercial Evaluation)
8	Last date for submission of queries by Bidders	07.06.2023 by 2:00 PM
9	Pre-bid Meeting	09.06.2023 at 12:00 noon
10	Pre-bid clarifications issue of corrigendum by OCAC (if any)	16.06.2023 by 5:00 PM

11	Last date and time for receipt of proposals from Bidders	26.06.2023 by 2:00 PM
12	Date and time for opening of Technical Proposals	26.06.2023 at 4:00 PM
13	Date and time for Technical Presentation	To be notified later
14	Date and time for opening of Commercial Bids	To be notified later
15	Bid Validity Period	180 Days
16	Project Term	18 Months

2. Disclaimer

The information contained in this Tender document or subsequently provided to Bidder(s), whether verbally or in documentary or any other form by OCAC or any of their employees is provided to Bidder(s) on the terms and conditions set out in this Tender Document and such other terms and conditions subject to which such information is provided.

This Tender is not an agreement and is neither an offer nor invitation by OCAC to the Bidders or any other person. The purpose of this Tender is to provide interested parties with information that may be useful to them in making their technical and financial offers pursuant to this Tender (the "Bid"). This Tender includes statements, which reflect various assumptions and assessments arrived at by the bidder in relation to the Project. Such assumptions, assessments and statements do not purport to contain all the information that each Bidder may require. The assumptions, assessments, statements, and information contained in this Tender, may not be complete, accurate, adequate, or correct. Each Bidder should, therefore, conduct its own investigations, studies and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments, statements, and information contained in this Tender and obtain independent advice from appropriate sources.

Information provided in this Tender to the Bidder(s) is on a wide range of matters, some of which depends upon interpretation of law. The information given is not an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. OCAC accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed herein.

OCAC, makes no representation or warranty and shall have no liability to any person, including any Bidder under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this Tender or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of the Tender and any assessment, assumption, statement or information contained therein or

deemed to form part of this Tender or arising in any way in this Bid Stage. OCAC also accepts no liability of any nature whether resulting from negligence or otherwise howsoever caused arising from reliance of any Bidder upon the statements contained in this Tender.

OCAC may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumptions contained in this Tender. The issue of this Tender does not imply that is bound to select a Bidder, for the Project and reserves the right to reject all or any of the Bidders or Bids without assigning any reason whatsoever.

OCAC reserves all the rights to cancel, terminate, change, or modify this selection process and/or requirements of bidding stated in the Tender, at any time without assigning any reason or providing any notice and without accepting any liability for the same.

3. Introduction

Bids are invited from interested bidders for the Selection of Service Provider for Development and Implementation of Improvement of Rh Portal, For Panchayati Raj and Drinking Water Department, Government of Odisha, as per scope of work which is detailed in Volume-II of the RFP document.

This RFP comprises of the following volumes:

Volume-I: Instructions on the Bid Process

The contents of this volume broadly cover following areas:

- a) Project Background
- b) Instruction to Bidders
- c) Criteria for evaluation
- d) Payment Terms and Schedule
- e) Formats for Pre-Qualification, Technical and Financial Bid response

Volume-II: Terms of Reference

The contents of this volume broadly cover following areas:

- a) Preparation of SRS, Detailed Design, and other Technical Artifacts
- b) Development of Automation System of Minor Irrigation Project
- c) Development of Mobile Apps
- d) Integration
- e) Software Testing
- f) User Acceptance Testing
- g) Security Audit and Quality Assurance
- h) Training
- i) Operation and Maintenance

4. Background Information

4.1. About OCAC

The Department of Electronics & Information Technology is the nodal department for Government of Odisha in the matters of IT, ITES and Communication. The department plays a vital role in formulating and implementing policy matters in Information Technology, ITES, Electronics and Telecom; promotion of Odisha as an ultimate ICT destination for investment and facilitating ICT industries; assisting other department for effective e-Governance and capacity building; Promotion of ICT based education in the State.

Odisha Computer Application Centre (OCAC), the Technical Directorate of Electronics & Information Technology Department, Government of Odisha, has evolved through years as a Centre of Excellence in IT solutions and e-Governance. It has contributed significantly to the steady growth of IT in the state. It helps IT to reach the common citizen to narrow down the Digital Divide and widespread applications of IT in establishing a system where the citizens are receiving good governance in addition to ensuring speed of decisions from a transparent Government through an effective e-Governance System.

OCAC on behalf of Govt. of Odisha intends to implement an enhanced version of RH Portal for PR &

DW department, Government of Odisha. This will be a robust platform with upgraded technology & improved performance, making it more user friendly. OCAC is pleased to engage qualified and preferred software development Agency to execute this project.

4.2. About the PR & DW

Rural development is the main pillar of state development. Rural Odisha has lagged behind in development because of many historical reasons. The thrust of policies and programmed of the Panchayati Raj Department is on all-around economic development and social justice through empowerment.

Odisha's poverty is an enigma for planners and administrators. The state is endowed with rich natural resources in form of vast mineral deposits, forests, fertile land, plentiful surface and ground water resources, long coastline, and picturesque tourist potential. But such resources have not been exploited adequately to raise the PQLI of people. Poverty eradication strategy therefore has to be a combination of natural and human resources management.

4.3. Project Background

The Panchayatiraj and Drinking Water Department, Odisha is aiming to build an application to monitor the progress of distributing the house to the concerned beneficiary as per a definitive system. The data that is being in the Department is stored in an un-organized way and this system will help the Department in organizing the data in a more structured way. Through the introduction of this software several process such as payment to the beneficiary, Beneficiary Registration, Beneficiary Approval, managing the record of employee at the lower level, attendance management, tracking the progress of various projects as per the defined criteria will be streamlined and can be done from a single application.

This will benefit the Department officials to take speedy decisions with the help of data being generated through the system itself. It will also help to act as a single repository for the storage and retrieval of data pertaining to the Beneficiary. Through API integration the data can be fetched from or can be pushed to other system which will greatly benefit the overall cause of the Department.

The Primary objective of this project shall be to track and monitor the Department Vision of giving every houseless and those who are staying in kutcha houses a pucca house through various schemes.

5. Instruction to the Bidders

General

While efforts have been made to provide comprehensive and accurate background information, requirements and specifications, Bidders must form their own conclusions about the solution needed to meet requirements. Also, bidders may wish to consult their own legal advisers in relation to this RFP.

All information supplied by Bidders may be treated as contractually binding on the Bidders, on successful award of the assignment by OCAC based on this RFP.

No commitment of any kind, contractual or otherwise shall exist unless and until a formal written contract has been executed by or on behalf of OCAC. Any notification of preferred Bidder status by OCAC shall not give rise to any enforceable rights by the Bidder. OCAC may cancel this public procurement at any time prior to a formal written contract being executed by or on behalf of OCAC.

This RFP supersedes and replaces any previous public documentation and communications, and Bidders should place no reliance and dependence on such communications.

6. Compliant Proposals and Completeness of Response

Bidders are advised to study all instructions, forms, terms, requirements, and other information in the RFP documents carefully. Submission of the bid shall be deemed to have been done after careful study and examination of the RFP document with full understanding of its implications.

Failure to comply with the requirements of this paragraph may render the Proposal non-compliant and the Proposal may be rejected. Bidders must:

- i. Include all documentation specified in this RFP.
- ii. Follow the format of this RFP and respond to each element in the order as set out in this RFP.
- iii. Comply with all requirements as set out within this RFP.

The response should be accompanied by an authorization in the name of signatory of the Bidder. The authorization shall be in the form of a written Power of Attorney or a Board resolution in favor of person signing the Proposal.

All provisional conditions in the Power of Attorney should be adhered to by authorized signatory before signing of the bids. Any non-compliance to this effect will be the responsibility of Bidder and can lead to disqualification.

The authorized signatory representing the Bidder shall sign and stamp on forms and required documents as provided in this RFP document.

6.1. Disqualification

- I. The Proposal is liable to be disqualified in the following cases or in case the Bidder fails to meet bidding requirements as indicated in this RFP:
- II. Proposal is not submitted in accordance with the procedure and formats prescribed in this document i.e., a non-conforming proposal.

- III. During validity of the Proposal, or its extended period, if any, Bidder increases its quoted prices.
- IV. Proposal is conditional and has deviations from the Terms & Conditions of RFP.
- V. Proposal is received in incomplete form.
- VI. Proposal is not accompanied by all the requisite documents.
- VII. Information submitted in pre-qualification, or technical or commercial bid is found to be misrepresented, incorrect or false, accidentally, unwittingly, or otherwise, at any time during the processing of the contract (no matter at what stage) or during the tenure of the contract including the extension period, if any.
- VIII. Bidder tries to influence the proposal evaluation process using unfair means at any point of time during the bid process.
- IX. Prices have indicated prices in the pre-qualification or technical proposal.

6.2. Consortium/ Joint Venture

Consortium/ Joint Venture is not allowed for this bid.

6.3. Pre-Bid Meeting and Clarifications

Pre-Bid Meeting

The Bidder shall be deemed to have carefully examined the Terms & Conditions, Scope of work, Service levels, Specifications, and Schedules of this RFP. If the Bidder has any doubt as to the meaning of any part of these conditions or of the specifications, the Bidder shall submit the queries in given format and participate in the pre-bid meeting as per the schedule specified in this RFP. The purpose of the meeting is to provide Bidders with any clarifications regarding the RFP. It will also provide each Bidder with an opportunity to seek clarifications regarding any aspect of the RFP.

- i. OCAC shall hold a pre-bid meeting with the prospective bidders on 09.06.2023 at 12 PM in VC Mode (through Microsoft Teams).
- ii. Link will be provided to the interested bidders who will submit their queries through email to gm_ocac@ocac.in (with a copy to jayashree.mishra@odisha.gov.in and avijit.puhan@semt.gov.in by 07.06.2023 by 2 PM.
- iii. The representatives of Bidders (restricted to two persons) may attend the Pre-bid meeting.
- iv. The Bidders should submit their queries in writing in below specified format (in MS-Excel only) by the schedule as mentioned in this RFP, prior to attending the pre-bid meeting. OCAC shall not be responsible for any Bidders' queries received by it in any other format. Any requests for clarifications post the indicated date and time mentioned will not be entertained by OCAC.

SL#	RFP Document Reference(s) (Section & Page Number(s))	Content of RFP requiring Clarification(s)	Points of Clarification

Responses to Pre-Bid Queries and Issue of Corrigendum

- i. OCAC will endeavor to provide timely response to all queries. However, OCAC makes no representation or warranty as to the completeness or accuracy of any response made in good faith, nor does OCAC undertake to answer all the queries that have been posed by the Bidders.
- ii. At any time prior to the last date for receipt of bids, OCAC may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the RFP document by corrigenda and/or addenda.
- iii. The Corrigendum (if any) and clarifications to the queries from all Bidders will be posted on the OCAC Portal.
- iv. Any such corrigenda and/or addenda shall be deemed to be incorporated into this RFP.
- v. To provide prospective Bidders reasonable time for taking the corrigenda and/or addenda into account, OCAC may, at its discretion, extend the last date for the receipt of Proposals.

6.4. Earnest Money Deposit

Bidders shall submit, along with their Bids, EMD of **₹300000/-** (Three lakhs only) in the shape of Bank Draft OR Bank Guarantee (in the format specified in this RFP) issued by any scheduled bank in favor of Odisha Computer Application Centre, payable at Bhubaneswar, and should be valid for 180 days from the due date of the tender / RFP. The EMD should be submitted in the General Bid.

The EMD may also be paid through electronic mode to the following financial:

Bank A/c No.: 149311100000195

Payee Name: Odisha Computer Application Centre

Bank Name & Branch: Union Bank of India, Acharya Vihar, Bhubaneswar Account Type: Savings

IFSC: UBIN0814938

EMD of all unsuccessful bidders would be refunded by OCAC within 60 days of the bidder being notified as being unsuccessful. The EMD, for the amount mentioned above, of successful bidder would be returned upon submission of Performance Bank Guarantee.

The EMD amount is interest free and will be refundable to the unsuccessful bidders without any accrued interest on it.

The bid / proposal submitted without EMD, mentioned above, will be summarily rejected.

The EMD may be forfeited:

if a bidder withdraws its bid during the period of bid validity.

- a) In case of a successful bidder, if the bidder fails to sign the contract in accordance with this RFP.
- b) If found to have a record of poor performance such as having abandoned work, having been black listed, having inordinately delayed completion and having faced Commercial failures etc.
- c) The Bidder being found to have indulged in any suppression of facts, furnishing of fraudulent statement, misconduct, or other dishonest or other ethically improper activity, in relation to this RFP.

A Proposal contains deviations (except when provided in conformity with the RFP) conditional offers and partial offers.

INSTRUCTION TO BIDDERS FOR ONLINE BID SUBMISSION

e-Nivida is the complete process of eTendering, from publishing of tenders online, inviting online bids, evaluation and award of contract using the system. You may keep a watch of the tenders floated under <https://enivida.odisha.gov.in>

Bidder Enrolment can be done using "**Bidder Enrolment**".

The instructions given below are meant to assist the bidders in registering on the e-Nivida Portal, and submitting their bid online on the portal as per uploaded bid.

More information useful for submitting online bids on the eNivida Portal may be obtained at: <https://enivida.odisha.gov.in>

GUIDELINES FOR REGISTRATION

1. Bidders are required to enroll themselves on the eNivida Portal <https://enivida.odisha.gov.in> or click on the link "**Bidder Enrolment**" available on the home page of e-tender Portal by paying the Registration fee (as per eNivida Guideline).
2. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
3. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication with the bidders.
4. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (**Only Class III Certificates with signing + encryption key usage**) issued by any Certifying Authority recognized by CCA India (e.g. Sify / TCS / nCode / eMudhra etc.), with their profile.
5. Only valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
6. Bidder then logs in to the site through the secured log-in by entering their user ID /password and the password of the DSC / e-Token.
7. The scanned copies of all original documents should be uploaded in pdf format on e-tender portal.
8. After completion of registration payment, bidders need to send their acknowledgement copy on our help desk mail id odishaenivida@gmail.com, for activation of the account.

SEARCHING FOR TENDER DOCUMENTS

1. There are various search options built in the e-tender Portal, to facilitate bidders to search active tenders by several parameters.
2. Once the bidders have selected the tenders they are interested in, then they can pay the Tender fee and processing fee (NOT REFUNDABLE) by net- banking / Debit / Credit card then you may download the required documents / tender schedules, Bid documents etc. Once you pay both fee tenders will be moved to the respective 'requested' Tab. This would enable the e- tender Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.

PREPARATION OF BIDS

1. Bidder should consider any corrigendum published on the tender document before submitting their bids.
2. Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid.
3. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF formats. Bid Original documents may be scanned with 100 dpi with Color option which helps in reducing size of the scanned document.
4. To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, GST, Annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Documents" available to them to upload such documents.
5. These documents may be directly submitted from the "My Documents" area while submitting a bid and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process. Already uploaded documents in this section will be displayed. Click "New" to upload new documents.

SUBMISSION OF BIDS

1. Bidder should log into the website well in advance for the submission of the bid so that it gets uploaded well in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
2. The bidder must digitally sign and upload the required bid documents one by one as indicated in the tender document as a token of acceptance of the terms and conditions laid down by Department.
3. Bidder must select the payment option as per the tender document to pay the tender fee / Tender Processing fee & EMD as applicable and enter details of the instrument.
4. In case of BG bidder should prepare the BG as per the instructions specified in the tender document. The BG in original should be posted/couriered/given in person to the concerned official before the Online Opening of Financial Bid. In case of non-receipt of BG amount in original by the said time, the uploaded bid will be summarily rejected.
5. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as

a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BOQ file, open it and complete the yellow Colored (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.

6. The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during the bid submission.
7. The uploaded bid documents become readable only after the tender opening by the authorized bid openers.
8. Upon the successful and timely submission of bid click "Complete" (i.e. after Clicking "Submit" in the portal), the portal will give a successful Tender submission acknowledgement & a bid summary will be displayed with the unique id and date & time of submission of the bid with all other relevant details.
9. The tender summary must be printed and kept as an acknowledgement of the submission of the tender. This acknowledgement may be used as an entry pass for any bid opening meetings.

[For any clarification in using eNivida Portal:](#)

1. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
2. Any queries relating to the process of online bid submission or queries relating to e-tender Portal in general may be directed to the Helpdesk Support.
3. Please feel free to contact eNivida Helpdesk (as given below) for any query related to e-tendering. **Phone No. 011-49606060 and Mail id: - odishaenivida@gmail.com**

RFP Document Fees

The Bid document may be purchased by any interested Bidder by paying the document fee of Rs. 5,200/- (including 12% GST) & Tender Processing fee (as per eNivida Guideline) online on the eNivida portal through e-Payment Gateway, at any time before Tender Closing. The complete bid document has also been published on the [website www.ocac.in](http://www.ocac.in) & <https://enivida.odisha.gov.in>

Bank A/c No.: 149311100000195
Payee Name: Odisha Computer Application Center
Bank Name & Branch: Union Bank of India, Acharya Vihar, Bhubaneswar
Account Type: Savings
IFSC: UBIN0814938

Also, the fees may be paid online on e-Nivida portal through e-Payment Gateway.

6.5. Tender Validity

Proposals shall remain valid for a period of 180 Days from the date of opening of the pre-qualification and technical proposals. OCAC reserves the rights to reject a proposal valid for a shorter period as non-responsive and will make the best efforts to finalize the selection process and award of the contract within the bid validity period. The bid validity period may be extended on mutual consent.

6.6. Submission and Opening of Proposals

- i. The bidders should submit their responses as per format given in this RFP in the following manner:
 - Response to Pre-Qualification Criterion
 - Technical Proposal
 - Commercial Proposal
- ii. Please Note that Prices should not be indicated in the Pre-Qualification Response or Technical Proposal but should only be indicated in the Commercial Proposal.
- iii. The Response to Pre-Qualification criterion, Technical Proposal and Commercial Proposal (as mentioned in previous paragraph) should be submitted through online mode in e-Nivida Portal.

The Proposals submitted up to 26.06.2023 by 12 PM will be opened on 26.06.2023 at 4 PM by Proposal Evaluation Committee, in presence of those Bidders or their representatives who may be authorized by the bidder to be present at the time of opening. The representatives of the bidders should be advised to carry the identity card or a letter of authority from the tendering firms to be identified as bona-fide for attending the opening of the proposal.

6.7. Late Bids

- i. Bids received after the due date and the specified time (including the extended period if any) for any reason whatsoever, shall not be entertained and opened.
- ii. The bids submitted in hard copy or by post/e-mail etc. shall not be considered and no correspondence will be entertained on this matter.
- iii. OCAC reserves the right to modify and amend any of the above-stipulated condition/criterion depending upon project priorities vis-à-vis urgent commitments.

6.8. Proposal Preparation Costs

The bidder shall be responsible for all costs incurred in connection with participation in the RFP process, including, but not limited to, costs incurred in conduct of informative and other diligence activities, participation in meetings or discussions or presentations, preparation of Proposal, in providing any additional information required by OCAC to facilitate the evaluation process, and in negotiating a definitive contract or all such activities related to the bid process.

OCAC will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

6.9. Language

The Proposal should be filled by the Bidder in English language only. If any supporting documents submitted are in any language other than English, translation of the same in English language is to be duly attested by Bidders. For purposes of interpretation of the Proposal, English translation shall govern.

6.10. Acceptance and Rejection of Bids

OCAC reserves the right to reject in full or part, any or all bids without assigning any reason thereof. OCAC reserves the right to assess the Bidder's capability and capacity. The decision of OCAC shall be final and binding. Bid should be free of overwriting. All measures, correction or addition must be clearly written both in words and figures and attested. Offers not submitted in prescribed manner or submitted after due date and time are liable to rejection.

6.11. Right to Terminate the Process

OCAC may terminate the RFP process at any time and without assigning any reason. OCAC makes no commitments, express or implied, that this process will result in a business transaction with anyone.

This RFP does not constitute an offer by OCAC. The Bidder's participation in this process may result in OCAC selecting the Bidder to engage towards execution of the contract.

6.12. Evaluation of bid

- i. OCAC will constitute a Proposal Evaluation Committee to evaluate the responses of the bidders.
- ii. The Proposal Evaluation Committee constituted by OCAC shall evaluate the responses to RFP and all supporting documents/documentary evidence. Inability to submit requisite supporting documents/documentary evidence, may lead to rejection of the bid.
- iii. The decision of Proposal Evaluation Committee in evaluation of responses to the RFP shall be final.
- iv. The Proposal Evaluation Committee may ask for meetings with the Bidders to seek clarifications on their proposals, if required.
- v. The Proposal Evaluation Committee reserves the right to reject any or all proposals based on any deviations.
- vi. Each of the responses shall be evaluated as per the criteria and requirements specified in this RFP.
- vii. Initial Bid scrutiny will be held, and incomplete details as given below will be treated as nonresponsive if Proposals are:
 - viii. Not submitted as specified in the RFP document.
 - ix. Received without the Letter of Authorization (Power of Attorney)
 - x. Found with suppression of details.
 - xi. Found with incomplete information, subjective, conditional offers and partial offers submitted.
 - xii. Submitted without the documents requested in checklist.
 - xiii. Submitted with lesser validity period.
- xiv. All responsive Bids will be considered for further processing as below:

OCAC will prepare a list of responsive bidders, who comply with all the Terms and Conditions of RFP. All eligible bids will be considered for further evaluation by a committee according to the evaluation process defined in this RFP document. The decision of the Committee will be final in this regard.

6.13. Criteria for Evaluation

The overall objective of this evaluation process is to select the capable and qualified firm and providing associated capacity building, training, and operations & maintenance support.

The Pre-Qualification proposal will be evaluated as per criteria mentioned below and only those bidders who qualify the requirements will be eligible for next set of evaluations. Technical Proposal and Commercial Proposal of Bidders who do not meet the Pre-Qualification criteria will be returned without opening.

The technical score of all the bidders would be calculated as per the criteria mentioned below. All the bidders who achieve at least 70 marks in the technical evaluation would be eligible for the next stage,
i.e., Commercial Bid opening.

Bidders should submit supporting documentary evidence with respect to the above, in absence of which their proposals will be summarily rejected.

6.14. Pre-Qualification Criteria:

The SI need to produce all required documents with the prequalification bid to avail the facility.

SI #	Basic Requirement	Specific Requirement	Documents required
a.	Legal Entity	<ul style="list-style-type: none"> – Responding Firm/ Company should be: – Registered as a Company/LLP under Companies Act, 1956/2013 OR Partnerships – Registered with Goods and Services Tax Network (GSTN). – Have been operating for at least last five (5) financial years as on 31st March 2022. 	<ul style="list-style-type: none"> – Copy of Certificate of Incorporation/ Registration along with Copy of the work order/completion certificate as documentary proof in S/W – Development for 5 years. – Valid GSTIN and copy of GST Registration Certificate. – Copy of PAN
b.	– Technical Manpower	– The bidder must have at least 30 full time technical resources in its payroll as on date of submission of bid.	– Copy of the latest EPF deposit challan and declaration from HR
c.	Turnover of system Integrator	The bidder should have Annual Average Turnover of at least 3crores generated only from Software development and implementation during the last three financial years ending on 31 st March 2022.	-Copy of audited Profit & Loss Statement -Certificate from the Statutory Auditor.
d.	Net worth	The company must be profit making & positive net worth in last three financial years ending on 31st March 2022.	Certificate from the Statutory Auditor

e.	Certifications	The bidder should have following certifications with validity: CMMI Level 3 (from CMMi Institute erstwhile SEI) published in CMMi website and ISO 9001 certificate as on date of submission of this RFP	Valid Copy of certificate
f.	Technical Capability	The bidder must have successfully completed at least following numbers of e-Governance projects for any Government Department / Government Agency / PSU in India during last 3 years as on 31st March 2022 and value specified below. 1 project not less than 1 Cr OR 2 projects not less than 80 Lakhseach OR 3 projects not less than 50 lakhs. each	Work Order and Project completion certificate / Phase Completion certificate /Go-live certificate
g.	EMD & Document Fee	Tender fee of ₹5,200 inclusive of GST @ 12% (Rupees Eleven Thousand and Two Hundred only). Bidders shall submit, along with their Bids, EMD of ₹3,00,000 (Three lakhs) in the shape of Bank Draft OR Bank Guarantee (in the format specified in this RFP issued by any scheduled bank in favor of Odisha Computer Application Centre, payable at Bhubaneswar, and should be valid for 180 days from the due date of the tender / RFP. The EMD should be submitted in the General Bid.	<ul style="list-style-type: none"> • In shape of DD in favor of Odisha Computer Application Centre (OCAC). • The fee may also be paid through electronic mode. • Tender Fees through ePayment gateway of eNivida Portal • Self-declaration for EMD submission on given format. • The EMD may also paid through electronic mode to the following financial Bank A/c No.: 149311100000195 Payee Name: Odisha Computer Application Centre Bank Name & Branch: Union Bank of India, Acharya Vihar, Bhubaneswar Account Type: Savings IFSC: UBIN0814938
h.	Consortium bidding/ sub-contracting	Consortium of any kind shall not be acceptable for this project. Any deviation would lead to disqualification or termination of the same.	Self-Declaration of no consortium bidding
i.	Blacklisting	The bidder should not be under a declaration of ineligibility for corrupt and fraudulent practices issued by any Government or PSU in India.	Annexure-Self-Declaration

j.	Existence in Odisha	The bidder should have a Centre operational in Odisha or shall furnish an undertaking to open an operation Centre within 15 days from award of the project.	Trade License/ Leased Agreement etc. /Declaration
k.	Authorized Representative from Bidder	A power of attorney / board resolution in the name of the Person signing the bid.	Original Power of attorney on legal paper/ Board resolution copy

6.15. Technical Evaluation Scoring Matrix

Technical proposal of those bidders will be opened and evaluated, who qualify the Pre-Qualification criteria. The Evaluation Committee will evaluate the Technical Proposals based on technical evaluation criterion as provided below:

Distribution of Marks

Financial, Organization Strength	15 Marks
Project experience and expertise	55 Marks
Approach & Methodology	30 Marks
70 is the cut-off marks to open the financial bid	

6.15.1. Financial & Organization Strength: 15

Sl#	Criteria	Documentary Evidence	Marks	Max. Marks
1	The bidder must have at least 30 full time technical resources in its payroll as on date of submission of bid.	Copy of the latest EPF deposit challan and declaration from HR as documentary proof	≥ 30 Resources: 3 Mark [Additional 1 mark for additional 20 resources subject to maximum 5 marks]	05
2	Average Annual Turnover in last 3 financial years ending with March 2022 from Software development implementation and its support Services	Audited Balance Sheet and Statutory Auditor's Certificate	<ul style="list-style-type: none"> • >= 3 Cr: 3 marks • Additional 1 Mark for each additional 25 lakhs max up to 5 marks. 	05
3	Quality Certification	Valid certificate copy CMMI certificate from CMMI Institute only	Quality Certification CMMi Level 5: 2 CMMi Level 3: 1 Mark ISO 9001= 1 Mark ISO 27001 = 1 mark ISO 20000 = 1 Mark	05

6.15.2. Project experience and expertise: 55

Sl#	Criteria	Documentary Evidence	Marks	Max. Marks
1	The firm/ company should have developed and implemented web-based E-Governance Projects in State / Central Government/Govt. PSU/Govt. Autonomous body in India with a minimum value of Rs.50 Lakhs.	Work Order / Work Agreement and Completion Certificates/Phase Completion Certificate from the client	5 marks for each project subject to maximum 20 marks.	20
2	The firm/ company should have developed and implemented Mobile Application with Analytics for any Department in State/Central Government /Govt. PSU/Govt. Autonomous body in India.	Work order / Work Agreement and Completion Certificates/Phase Completion Certificate from the client.	5 marks for each project subject to maximum 15 marks.	15
3	The firm/ company should have developed and implemented projects with Payment Gateway/API Integration for any Department in State / Central Government/Govt. PSU/Govt. Autonomous body in India.	Work order/Work Agreement and Completion Certificates/Phase Completion Certificate from the client.	5 marks for each project subject to maximum 10 marks.	10
4	The firm/ company should have experience of implementing workflow-based automation projects with GIS enabled services for any Department in State/Central Government/Govt. PSU/Govt. Autonomous body in India.	Work order / Work Agreement and Completion Certificates/Phase Completion Certificate from the client.	5 marks for each project subject to maximum 5 marks.	10

6.15.3. Approach & Methodology: 30

Sl#	Criteria	Documentary Evidence	Max. Marks
5	-Proposed Solution and its components with Prototypedesign. -Live demonstration of at least one E-governanceapplication.	Technical Presentation and demonstration	20
6	-Work plan, approach & methodology for completingthe work. -Technologies used, -Risks and Mitigation Plan Data Migration Plan Training Methodology and plan time frame. Operation and maintenance road map.	Approach & Methodology Document	10

6.16. Technical Evaluation Formula

- i. All the bidders who secure a Technical Score of 70% or more will be declared as technically qualified.
- ii. The bidder with highest technical bid (H1) will be awarded 100% score.
- iii. Technical scores of other than H1 bidders will be evaluated using the following formula.
- iv. Technical Score of a Bidder = $\left\{ \frac{\text{Technical Bid score of the Bidder}}{\text{Technical Bid Score of H1}} \times 70 \right\} \%$ (Adjusted up to two decimal places)
- v. The Commercial bids of only the technically qualified Bidders will be opened for further processing.

6.17. Financial bid Evaluation Criteria

- i. The Financial Bids of the technically qualified bidders (those who have secured equal or more than 70% of mark in technical evaluation) will be opened on the prescribed date in the presence of bidders' representatives.
- ii. The bid with lowest Financial (L1) i.e., "lowest price quoted" will be awarded 100% Score.
- iii. Financial Scores for other than L1 Bidders will be evaluated using the following formula: Financial Score of a Bidder =
- iv. $\left\{ \frac{\text{Financial Bid of L1}}{\text{Financial Bid of the Bidder}} \times 30 \right\} \%$ (Adjusted up to two decimal Places)
- v. Only fixed price financial bids indicating total prices for all the deliverables and services specified in this bid document will be considered.
- vi. The bid price will be inclusive of all taxes and levies and shall be in Indian Rupees.
- vii. Any conditional bid would be rejected.
- viii. Commercial bids whose value is less than 20% of the average bid price will be disqualified (the average price shall be computed by adding all commercial bid values of the technically qualified bidders' and dividing the same by number of qualified bidders).
- ix. Errors & Rectification: Arithmetical errors will be rectified on the following basis: "If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected. If there is a discrepancy between words and figures, the

amount in words will prevail”.

6.18. Combined evaluation of Technical and Financial Bids

- i. The technical and financial scores secured by each bidder will be added to compute a composite Bid Score.
- ii. The Bidder securing Highest Composite Bid Score will be adjudicated with the Best Value Bidder for award of the project.
- iii. In the event the bid composite bid scores are ‘tied’, the bidder securing the highest technical score will be awarded the project or adopt any other method as decided by the Tendering Authority.

7. Appointment of Service Provider

7.1. Award Criteria

OCAC will award the Contract to the successful bidder whose proposal has been determined to be substantially responsive and has been determined as the most responsive bids as per the process outlined above. The selected bidder shall sign a Master Service Agreement (MSA) with OCAC before commencement of work.

7.2. Right to Accept Any Proposal & Reject Any / All Proposal(s)

OCAC reserves the right to accept or reject any proposal, and to annul the tendering process / Public procurement process and reject all proposals at any time prior to award of contract, without thereby incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders of the grounds for such action.

7.3. Purchaser’s Procurement Rights

- a) Without incurring any liability, whatsoever to the affected bidder or bidders, the Purchaser reserves the right to:
- b) Amend, modify, or cancel this tender and to reject any or all proposals without assigning any reason.
- c) Change any of the scheduled dates stated in this tender.
- d) Reject proposals that fail to meet the tender requirements.
- e) Exclude any of the module(s)
- f) Remove any of the items at the time of placement of order.
- g) Increase or decrease no. of resources supplied under this project.
- h) Should the Purchaser be unsuccessful in negotiating a contract with the selected bidder, the Purchaser will begin contract negotiations with the next best value bidder to serve the best interest.
- i) Make typographical correction or correct computational errors to proposals.

- j) Request bidders to clarify their proposal.

7.4. Notification of Award

Prior to the expiry of the validity period, OCAC will notify the successful bidder in writing or by fax or email (in shape of issuing Letter of Intent), that its proposal has been accepted. In case the tendering process / public procurement process has not been completed within the stipulated period, OCAC may like to request the bidders to extend the validity period of the bid.

The notification of award will constitute the formation of the contract. Upon the successful bidder's furnishing of Performance Bank Guarantee, OCAC will notify each unsuccessful bidder.

7.5. Contract Finalization and Award

OCAC shall reserve the right to negotiate with the bidder(s) whose proposal has been ranked best value bid based on Technical and Commercial Evaluation to the proposed Project. On this basis the contract agreement would be finalized for award & signing.

7.6. Signing of Contract

After OCAC notifies the successful bidder that its proposal has been accepted, OCAC shall issue work order and an agreement shall be executed among OCAC and the successful bidder considering the relevant clauses of RFP, pre-bid clarifications, Corrigenda, the proposal of the bidder in addition to other agreed clauses. Master Service Agreement (MSA) would be signed for entire project period & value.

7.7. Performance Guarantee

- I. Selected Service to provide a Performance Bank Guarantee (PBG), within 15 days from the date of notification of award to OCAC.
- II. PBG would be 10% of the total Project cost and valid for 20 months.
- III. The selected bidder shall be responsible for extending the validity date and claim period of the Performance Guarantee as and when it is due on account of non-completion of the service during the work order period.
- IV. In case the selected bidder fails to submit performance guarantee within the time stipulated, OCAC at its discretion may cancel the order placed on the selected bidder and/or forfeit the EMD after giving prior written notice to rectify the same.
- V. OCAC shall invoke the performance guarantee in case the selected bidder fails to discharge their contractual obligations during the period or OCAC incurs any damages due to bidder's negligence in carrying out the project implementation as per the agreed terms & conditions.

7.8.Failure to Agree with the Terms and Conditions of the RFP

Failure of the successful bidder to agree with the Terms & Conditions of the RFP shall constitute sufficient grounds for the annulment of the award, in which event OCAC may award the contract to the next best value bidder or call for new proposals from the interested bidders. In such a case, the OCAC shall invoke the PBG of the most responsive bidder and/or initiate action as per Bid security declaration.

8. Formats for Response

8.1.Pre-Qualification Bid Formats

FORM PQ-1: Cover Letter

(To be submitted on the Letterhead of Bidder)

To

The General Manager
(Admin), Odisha Computer
Application Centre,N-1/7-
D, Acharya Vihar
P.O. RRL, Bhubaneswar - 751013.

Subject: Selection of Service Provider for Development And Implementation Of Improvement Of RH Portal, For Panchayati Raj And Drinking Water Department, Government Of Odisha

Ref: RFP Reference No: OCAC-SEGP-SPD-0050-2022-23039

Madam,

I, the undersigned, offer to provide the services for the proposed assignment in respect to your Request for Proposal No. OCAC-SEGP-SPD-0050-2022-23039. We hereby submit our proposal which includes the pre-qualification proposal, technical proposal, and commercial proposal, sealed under separate envelopes. Our proposal will be valid for acceptance up to 180 Days and I confirm that this proposal will remain binding upon us and may be accepted by you at any time before this expiry date.

All the information and statements made in our proposal are true and correct and I accept that any misinterpretation contained in it may lead to disqualification of our proposal. If negotiations are held during the period of validity of the proposal, I undertake to negotiate on the basis of proposal submitted by us. Our proposal is binding upon us and subject to the modifications resulting from contract negotiations.

I have examined all the information as provided in your Request for Proposal (RFP) and offer to undertake the service described in accordance with the conditions and requirements of the selection process. I agree to bear all costs incurred by us in connection with the preparation and submission of this proposal and to bear any further pre-contract costs. In case, any provisions of this RFP/ ToR/Scope including of our technical and financial proposal are found to be deviated, then you shall have rights to reject our proposal. I confirm that, I

have the authority to submit the proposal and to clarify any details on its behalf. I understand you are not bound to accept any proposal you receive.

Yours faithfully,
(Authorized Signatory)
Name, Designation & Contact No. Seal

FORM PQ-2: Bidder's Organization (General Details)

(To be submitted on the Letterhead of Bidder)

Sl#	Information	Details
1.	Name of Bidder	
2.	Registered Address of Bidder	
3.	Address for Communication	
4.	Address of local office in Odisha. If bidder has no local office at the time of bid submission, an undertaking must be furnished on bidder's letter head on setting up an office within 1 month from issuance of work order.	
5.	Name, Designation and Address of the contact person to whom all references shall be made regarding this RFP	
6.	Mobile no. of contact person:	
7.	E-mail address of contact person:	
8.	GST Number of the Firm	
9.	PAN No. of the firm	

Yours faithfully,
(Authorized Signatory)
Name, Designation & Contact No.
Seal

FORM PQ-4: Acceptance of Terms and Conditions

(To be submitted on the Letter head of Bidder)

To
The General Manager (Admin),
Odisha Computer Application
Centre,N-1/7-D, Acharya Vihar
P.O. RRL, Bhubaneswar -
751013.

Subject: Selection of Service Provider For Development And Implementation Of Improvement Of Rh Portal, For Panchayati Raj And Drinking Water Department, Government Of Odisha

Madam,

I have carefully and thoroughly gone through the Terms & Conditions along with scope of work contained in the RFP No. OCAC-SEGP-SPD-0050-2022-23039 regarding RFP for Selection of Service Provider for **Development and Implementation of Improvement of RH Portal, For Panchayati Raj And Drinking Water Department, Government Of Odisha.**

I declare that all the provisions/clauses including scope of work of this RFP are acceptable to our company. I further certify that I am an authorized signatory of the company, and I am, therefore, competent to make this declaration.

Yours faithfully,

(Authorized Signatory)
Name, Designation & Contact No.
Seal

FORM PQ-5: [Self-Declaration against Not-Blacklisted]

(To be submitted on the Letterhead of Bidder)

To

The General Manager (Admin)

Odisha Computer Application Centre

(Technical Directorate of E&IT Dept, Govt. of Odisha)

N-1/7-D, Acharya Vihar P.O. - RRL, Bhubaneswar - 751013

Sub: Selection of Service Provider for Development and Implementation of Improvement of Rh Portal, For Panchayati Raj and Drinking Water Department, Government of Odisha-*Self Declaration for not Blacklisted*

RFP Ref No: OCAC-SEGP-SPD-0050-2022-23039

Madam,

In response to the RFP No.: OCAC-SEGP-SPD-0050-2022-23039 for RFP titled "RFP for Selection of Service Provider for Development and Implementation of Improvement of Rh Portal, For Panchayati Raj and Drinking Water Department, Govt. of Odisha's an owner/ partner/ Director of (organization name)___/ We hereby declare that presently our Company/ firm is not under declaration of ineligible for corrupt & fraudulent practices, blacklisted either indefinitely or for a particular period of time, or had work withdrawn, by any State/ Central government/ PSU.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken, my/ our security may be forfeited in full and the tender if any to the extent accepted may be cancelled.

Thanking you,

Yours faithfully,

(Authorized Signatory)

Name, Designation & Contact No.

Seal

FORM PQ-6: Project Citation Format

1.	Project Name:	
2.	Value of Contract/ Work Order (In INR):	
3.	Name of the Client:	
4.	Project Location:	
5.	Contact person of the client with address, phone and e-mail:	
6.	Project Duration:	
7.	Start Date (month/year): Completion Date (month/year):	
8.	Status of assignment: Completed / Ongoing (if it is on-going, level of completion)	
9.	Narrative description of the project with scope:	
10.	List of Services provided by your firm/company:	

To

The General Manager (Admin)

Odisha Computer Application Centre

(Technical Directorate of E&IT Dept, Govt. of Odisha)

N-1/7-D, Acharya Vihar P.O. - RRL, Bhubaneswar - 751013

Sub: Selection Of Service Provider for Development and Implementation of Improvement of Rh Portal, For Panchayati Raj and Drinking Water Department, Government of Odisha

RFP Ref. No.: OCAC-SEGP-SPD-0050-2022-23039.

Whereas <<Name of the bidder>> (hereinafter called 'the Bidder') has submitted the bid for Submission of RFP Ref. No. OCAC-SEGP-SPD-0050-2022-23039, for engagement of Service Provider for **Development and Implementation of Improvement of Rh Portal, For Panchayati Raj and Drinking Water Department, Government of Odisha** (hereinafter called "the Bid") to OCAC. Know all Men by these presents that we <<Name of the Bidder>> having our office at <<Address>> (hereinafter called "the Bank") are bound unto the Odisha Computer Application Centre (hereinafter called "the Purchaser") in the sum of Rs. XXXXXXXXXXXX (XXXXXXXXXXXX for which payment well and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns by these presents. Sealed with the Common Seal of the said Bank this <<Date>> The conditions of this obligation are:

1. If the Bidder withdraws or amends, impairs, or derogates from the tender in any respect within the period of validity of this tender; or
2. If the Bidder have been notified of the acceptance of his tender by the Purchaser during the period of its validity: -
 - a) If the tenderer fails to furnish the Performance Security for the due performance of the contract; or
 - b) Fails or refuses to accept/execute the contract.

We undertake to pay to the Purchaser up to the above amount upon receipt of its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or both two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to <<insert date>> and including <<extra time over and above mandated in the RFP>> from the last date of submission and any demand in respect thereof should reach the Bank not later than the above date.

NOTWITHSTANDING ANYTHING CONTAINED HEREIN:

- i) Our liability under this Bank Guarantee shall not exceed Rs. <<Amount in figures>> (Rupees

<<Amount in words>> only)

ii) This Bank Guarantee shall be valid upto <<insert date>>)

iii) It is condition of our liability for payment of the guaranteed amount or any part thereof arising under this Bank Guarantee that we receive a valid written claim or demand for payment under this Bank Guarantee on or before <<insert date>>) failing which our liability under the guarantee will automatically cease.

(Authorized Signatory of the Bank)

Seal:

Date

8.2. Technical Bid Formats

FORM TECH-1: Description of Proposed Solution along with Technology, Scalability, Completeness, Simplicity, and Interoperability

Bidder must provide details of the entire solution proposed, along with its key differentiators, covering all requirements as listed out in Volume II of RFP.

Bidder must specifically include (but not limited to) diagram and detailed description of the following:

- a) Functional Architecture
- b) Technical Architecture
- c) Network Architecture
- d) Deployment Architecture
- e) Security Architecture

Bidder must cover all aspects of the solution while showcasing its scalability, completeness, simplicity, and interoperability.

FORM TECH-2: Description of Proposed Approach and Methodology

Bidder is free to propose any type of approach for implementation of Minor Irrigation Automation Software.

FORM TECH-3: Detailed Work Plan with Activities, Duration, Sequencing, Interrelations, Milestones and Dependencies

SL#	Deliverable/ Activity*	Months							
		1	2	3	4	5	6	7	n
a)									
b)									
c)									
d)									
e)									
f)									
g)									
h)									
i)									
j)									
k)									

l)												
m)												
n)												
o)												
p)												
q)												
r)												
s)												

FORM TECH-4: Team Composition, Assignment and Experts' Inputs

No.	Name	Expert's Input (in person/month) per Deliverable (listed in TECH-3)								Total Time-input (in Months)		
		Position	Home / Field	D-1	D-2	D-3	D-4	.	D-n	Home	Field	Total
KEY EXPERTS												
K-1			Home									
			Field									
K-2			Home									
			Field									
K-3			Home									
			Field									
K-4			Home									
			Field									
K-5			Home									
			Field									
NON-KEY EXPERTS (Bidder to determine no. of Non-Key Experts as per its proposed work plan)												
N-1			Home									
			Field									
N-2			Home									
			Field									
N-n			Home									
			Field									
Sub Total												

8.3. Financial Bid

FORM FIN-1: Financial Bid Covering Letter

(To be submitted on the Letterhead of Bidder)

To
The General Manager (Admin),
Odisha Computer Application
Centre, N-1/7-D, Acharya Vihar P.O.
RRL, Bhubaneswar - 751013.

Subject: Selection of Service Provider for Development and Implementation of Improvement of Rh Portal, For Panchayati Raj and Drinking Water Department, Government of Odisha

Ref: RFP Reference No. OCAC-SEGP-SPD-0050-2022-23039- dated 02/06/2023.

Madam,

I /We, the undersigned, offer to provide the service for Selection of Service Provider for Development and Implementation of Minor irrigation Automation System in Odisha as per RFP No OCAC-SEGP-SPD-0050-2022-23039- dated 02.06.2023 and our Pre-Qualification, Technical and Financial Proposals. Our attached Financial Proposal is inclusive of all applicable taxes and duties.

1. BID PRICE

We declare that our Bid Price is for the entire scope of the work as specified in this RFP. These prices are indicated in the Financial Bid as part of this RFP response. In case there is substantial difference between the component wise price approved by OCAC and the price quoted by the bidder, OCAC will have the rights to ask the bidder to realign their prices without impacting the total bid price. We hereby agree to submit our offer accordingly.

2. PERFORMANCE BANK GUARANTEE

We hereby declare that in case the contract is awarded to us, we shall submit the Performance Bank Guarantee as specified in this RFP document.

We understand you are not bound to accept any Proposal you receive. We hereby declare that our Proposal is made in good faith, without collusion or fraud and the information contained in the proposal is true and correct to the best of our knowledge and belief.

We understand that our proposal is binding on us and that you are not bound to accept any proposal you receive.

Yours faithfully,

(Authorized Signatory)

FORM FIN-2: Summary of Financial Bid (in Indian Rupees)

Development and Implementation of Improvement of Rh Portal, For Panchayati Raj and Drinking Water Department, Government of Odisha

Sl#	Category	Module/Item	Unit	Qty	Unit Rate	Total Amount
A	Application Development [Study, Design, Development, Testing, Implementation & Training]	Development and Implementation of Web Application	Lump-sum	1		
		Mobile App for Android users	Lump-sum	1		
B	Operation & Maintenance	Application Support & Software Maintenance	Year	1		
C	SSL certificate	SSL certificate for two-year Subscription	No	1		
D	Hand holding support	One resource for 12 months	Month	12		
E	Security Audit	Third Party Security Audit	Lump-sum	2		
F	Change Request	Blended Technical Resource	Man-month	5		
Sub Total						
Tax (18%)						
Total						
Grand Total						

** Total Amount will be considered for commercial evaluation*

**The above details will be considered in BOQ format in eNivida only in defined .xlsx file. Other than that in case of not able to submit in eNivida, you may submit the above format*