

**REQUEST FOR PROPOSAL
FOR SELECTION OF BIDDERS
FOR
COMPUTERIZATION OF ASSAM ELECTRICITY LICENSING
BOARD / INSPECTORATE OF ELECTRICITY, ASSAM**

RFP No.: CEIA/MIS/RFP/2013/01 Dated 07/10/2013

The Managing Director, Assam Electronics Development Corporation Ltd. for and on behalf of the Chief Electrical Inspector –cum- Adviser, Assam (CEIA), Govt. of Assam, Guwahati, invites 3 PART bids from experienced and established vendors for award of contract for design, development, implementation and maintenance of Application Software & for the supply, installation, commissioning, system integration and operation & maintenance of the required hardware under the **Computerization of Assam Electrical Licensing Board/Inspectorate of Electricity** for a period of three years (including implementation period) along with training, handholding & handover at the end of 3(three) years in accordance with the various provisions of the RFP document. The assignment, specifications, terms & conditions, and various other proforma for submitting the Tender offer are described in the RFP document. The objective of the Computerization project is delivery of various services in the Inspectorate and implementation of back end computerization to enable electronic delivery of these services through the Portal of CEIA.

Eligibility criteria: The prospective bidder(s) must fulfill the following minimum criteria to be eligible to bid for this project:

An individual firm or a consortium shall submit the bid. The consortium shall be evaluated based on the total strength as evaluated in this bid document. However, if any of the member(s) is/are deleted or withdrawn after submission of the bid, the evaluation shall no longer be valid. In this situation the tenderer reserves the right to disqualify the consortium or re-evaluate. No new member can be included after the bid is submitted.

A. In case the consortium, applicant consortia shall have a Memorandum of understanding (MOU)/ agreement among all the members signed by the chief executive/ authorized signatories of the companies dated prior to the submission of the bid. The MoU/ agreement shall clearly state the stake of each member and outline the roles and responsibilities of each member. The MoU/ agreement shall be exclusively for this project and each member of the consortia shall be responsible in case of failure by any member.

B. In case of the consortia, all the members shall nominate a prime bidder. To the tender, prime bidder will be a single point of contact. The prime bidder will have to accept responsibility for all the liabilities and issues relating to this contract.

(1) The Bidder should be a company registered under the Companies Act, 1956 and have their registered offices in India. The company must be registered with the appropriate authorities for all applicable statutory taxes/duties., (2) The bidder & members of the consortium should be in the Information Technology/ IT Consulting / Managed Services business / Training and Capacity Building/ Data Digitization for at least 3 years as of 31st March, 2013, (3) The prime bidder should have ISO certifications, (4) The bidder & members of the consortium shall not be under a declaration of ineligibility for corrupt or fraudulent practices, (5) The Bidder (Prime Bidder of the consortium) should have been profitable in the last three (3) financial Years (FY 10-11, FY 11-12, FY 12-13), as revealed by Audited accounts/certified balance sheet. The minimum average turnover should not be less than 5 Crores, (6) The Net Worth of the bidder (Prime Bidder of the consortium) must be at least Rs. 1 crore as per the last audited Balance Sheet. All bidders and members of the

consortium must have a positive net worth in last three years, (7) The Bidder (Prime Bidder of the consortium) must have an average annual turnover of Rs. 5 Crores or more in each of the last 3 financial years in India, as supported by Audited Accounts/ certified Balance Sheet, (8) The bidder has executed 2 nos. of projects of similar nature of order value minimum Rs.1.5 Crore in single order involving desktop, laptop, peripherals, Networking items in last three year, (9) In order to enable the tenderer to authentically assess the bidders, the bidder will provide relevant, necessary documentary evidence in relation to the previous similar contracts executed by the bidder (e.g. Work orders and timely completion certificates), (10) The bidder & members of the consortium should have company registration certificate, registration under Labor laws – Contract Labor (Regulations and Abolition Act) Act, valid sales tax registration certificate, valid income tax registration certificate and valid service tax registration certificate, (11) The bidder & members of the consortium should have bank's certificate of solvency (Min 1 Crore), (12) The bidder (all the members together, of the consortium) should have direct authorization from the Original equipment manufacturer (OEM) for selling and supporting the components offered under this project, (13) Bidder & members of the consortium should clearly indicate, giving explicit supporting documentary evidence, with respect to the above, in absence of which their proposals will be rejected summarily at the qualification stage itself, (14) The bidder should have an office set-up in Assam with minimum 50 employees in its payroll

- Bidder shall submit his Bids in THREE PARTS, each in a separate sealed envelope super-scribed with the RFP document number due date, time, Project name and nature of bid (Pre-qualification documents, Technical bid, Commercial Bid) as per the following guidelines:
 - ◆ Part-1: Original and two copies of Pre-Qualification Bid complete with all details
 - ◆ Part-2: Original and two copies of Technical Bid complete with all technical details (Note: Filling up the prices in PART-2 will render the Bidder disqualified)
 - ◆ Part-3: Original and two copies of Commercial Bid with full price details
- The Bidder shall also submit three soft copies each of pre-qualification, Technical and Commercial Bids on separate CDs/pen drive duly packed in the respective envelopes.
- **Sale of RFP document:** Starts from 07/10/2013 till 25/10/2013 from 10:30 am to 4:30 pm on all working days in the office premises of Assam Electronics Development Corporation Ltd., Industrial Estate, Bamunimaidan, Guwahati – 781021, Assam against Non-Refundable RFP Document Purchase Price of Rs. 5,000/-(rupees Five Thousand) only in cash or through demand draft issued by a scheduled/Nationalized bank, drawn in favor of "Assam Electronics Development Corporation Ltd.", payable at Guwahati.
- **Earnest Money Deposit (EMD) payable:** Rs. 8,00,000/- (Rupees Eight Lakhs) Only to be enclosed with the Pre-qualification Documents along with the proposal bid in the form of Demand Draft/Pay Order/BG, valid for a period of 180 days, drawn on any scheduled Bank in favor of "Assam Electronics Development Corporation Ltd.", payable at Guwahati.
- Last Date of Submission of written queries for clarifications on RFP document: 30/10/2013.
- Last date & Time for submission of Proposal Bids: 15:00 hours on 08/11/2013
- **Date, Time and Venue of Opening of Pre- Qualification Bids:** 16:00 hours on 15/11/2013 Venue: Assam Electronics Development Corporation Ltd., Industrial Estate, Bamunimaidan, Guwahati – 781 021, Assam.

**Assam Electronics Development Corporation Ltd.
Industrial Estate, Bamunimaidan, Guwahati – 781 021
Tel. & Fax # 91- 0361 – 2724131**

E-mail: info@amtron.in, Website: www.amtron.in