



NATIONAL SEEDS CORPORATION LIMITED

(A Government of India Undertaking "Mini Ratna" Company)

Beej Bhawan, Pusa Complex

NEW DELHI- 110 012 (INDIA)

Phone No's: +91 011 25846292, 25842209, Fax: +91 11 25846462

CIN: U74899DL1963PLC003913 [http:// www.indiaseeds.com](http://www.indiaseeds.com)

No.IT/e-proc/12/NSC/2015-16

Dated 22.05.2015

Limited Tender

National Seeds Corporation Limited "NSC" (A Mini Ratna Company), A Govt. of India Undertaking invites Limited tender for selecting the Application Service Provider for implementation of e-procurement portal including Payment gateways facility at NSC, Head quarters in first phase and its associated 10 Nos. of Regional Offices & 5 Nos. of Farms offices in second phase.

The tender form along with tender document is available on website www.indiaseeds.com. This can be downloaded. The filled in tender form shall accompany with a tender fee of Rs.200/- in the form of demand draft/Pay order/Banker cheque drawn on any scheduled Bank in favour of NSC Ltd., Payable at Delhi.

Sealed bid shall be accompanied by Earnest Money Deposit (EMD) for an amount of **Rs.10,000/-** (Rupees ten thousand only). The EMD should be in the form of a demand draft/Pay order/Banker cheque in favour of NSC Ltd., Payable at New Delhi.

Bids received will be opened in the presence of Bidders/their authorized representatives, who choose to attend on the day of opening of tender at the same address. The bidder shall qualify the Eligibility criteria as given in the tender document and the bid document submitted should have all the supporting documents as mentioned in the tender document.

Bid schedule and address

Sr.No.	Description	Detailed Information
1	Name of Project	Limited tender for Selection of Application Service Provider For Implementation of complete e-Procurement at NSC Ltd.



Sr.No.	Description	Detailed Information
2	Tender Reference Number	IT/e-proc/12/NSC/2015-16
3	Last date and time for Bid Submission	08/06/2015 3:00 PM
4	Place for Bid Submission	Box kept at Reception Counter, Beej Bhawan, Pusa Complex, New Delhi-110012 or by post.
5	Date and Time for Opening of tender bid	08/06/2015 3.30 PM
6	Name and Address for Communication	Shri Pankaj Kumar Prasad, Sr.GM(Engg/ IT), Beej Bhawan, Pusa Complex, New Delhi-110012
7	Tender Cost	Rs.200/-
8	EMD/Bid Security	Rs.10,000/-

Note

- Tender Cost & EMD should be payable in the form of DD/pay order/ bankers cheque in favour of "National Seeds Corporation Ltd" payable at Delhi.
- NSC reserves the right to accept or reject the bid without assigning any reason thereof.

**Sd/-
Sr. General Manager (Engg/IT)**

Note: This document contains 13 pages only.

A. General Information :

About NSC Ltd.

- NATIONAL SEEDS CORPORATION LIMITED, NSC is a Schedule 'B'-Miniratna Category-I company wholly owned by Government of India under the administrative control of Ministry of Agriculture. NSC was established in 1963 to undertake production of foundation and certified seeds. At present, it is undertaking production of certified seeds of nearly 600 varieties of 60 crops through its registered seed growers. There are about 8000 registered seed growers all over the country who are undertaking the seed production programmes in different agro-climatic conditions. The turnover of the Corporation for the F.Y. 2013-14 was 738.75 crores. There are 10 Regional Offices, 5 Farms and 73 Area Offices/Sub-Units of the Corporation spread all over the country.
- NSC Ltd. plans to implement e-procurement system in the Application Service Provider (ASP) mode of its offices across India. This is towards achieving shorter procurement cycles, reduced cost, improved efficiency and enhanced transparency in procurement operations.
- The desired e-Procurement system would be a web-based, comprehensive end-to-end e- procurement system with functionalities from Indent to Purchase Order for all type of procurements (Services, Works, Goods, etc).
- NSC Ltd. has a vendor base of more then 750 vendors for goods, services and works contract through open/limited/single tender modes. NSC intend to use E-procurement facility for as per guidelines issued in this respect.

General terms and conditions :

- NSC Ltd. intends to appoint a service provider to implement and maintain e-procurement system at NSC Ltd. The vender is expected to have its own Hardware/Software, connectivity and expertise in conducting e-Procurement events online along with Payment Gateways facility for online payment / receipt of EMD and other transactions.
- The e-procurement services should be ready to use. The training of NSC officers, configuration/ customization of the system should be completed within the first 30 days from date of issue of award of contract.

- The e-procurement software services should comply with various CVC guideline should be in accordance with CVC Guidelines as per circular 29/9 of 2009 dt.17/09/09 and 18/4 of 2010 dt.26/04/10 and Circular No. 01/01/2012 dated 12/01/2012, IT Act 2000 its amendments, GOI Procurement procedures, GFR etc.
- The service provider should provide operational support for the contract period **i.e. one year** and further extended with mutual constant.
- A formal agreement is required to be signed between the bidder and NSC on terms and conditions mentioned in work order.

B. Tender Checklist :-

The following items must be checked before the bid is submitted:

- i. Demand Draft/Pay order/Banker cheque of INR 10,000/- (Rupees ten thousand only) towards Bid Security in an envelop marked "Earnest Money Deposit (EMD)" and Rs.200/- (Rs. two Hundred only) towards cost of tender document in an envelop marked "Tender Fee". Bids submitted without the EMD will be summarily rejected. It shall be put in **Envelop "A" containing Annexure A & B** including EMD, tender fee, Project details, Experience, Copy of document related to eligibility criteria certificates.
- ii. Commercial Bid in **Envelop "B"** (containing Annexure C only).
- iii. Copy of this Limited tender document shall be stamped and signed by the authorized signatory on every page and enclosed with technical bid in Envelop-"A".
- iv. Both Envelop "A" and "B" should be put in Main Envelop marked **"Limited tender for Selection of Application Service Provider For Implementation of complete e-Procurement at NSC Ltd"**. (Not to be opened before 05/06/2015 at 3:30 pm)
- v. The Bidders shall keep their bid valid for **120 days** from the date of opening of the bid.

C. Scope of Work:

The bidder shall provide the **e-procurement portal** having the standard modules cover full life cycle of purchasing (indent to placing of Purchase order) including payment gateways.

D. Offices to be covered:

To begin with, the following offices are proposed to be covered for providing e-procurement implementation :-

- ✓ Head Quarter, New Delhi - **First Phase**
 - ✓ All Regional Offices at Bangalore, Chandigarh, Bhopal, Patna, Pune, Lucknow, Jaipur, Chennai, Hyderabad, Kolkatta (10 Nos.)
 - ✓ All Farms at Hissar (Haryana), Sardargarh, Suratgarh, Jetsar (Rajasthan), Raichur (Karnataka) (5 Nos.)
- } **Second Phase**

F. Eligibility Criteria :

- i. The bidder should possess the requisite experience, resources and capabilities in providing the services necessary to meet the requirement as described in the tender documents. The following eligibility criteria for the bidder and copy of documents required as mentioned against :-.

Sr. no.	Particulars	Document Required	Compliance(Y/N)
1	The e-procurement software should be fully compliance with DITs e-procurement guidelines data 31.08.2011 and tested, approved and certified for compliance with these guidelines by STQC as required by CVCs circular data 12/01/2012 and finance ministry OM No.10/3/20-12-PPC dated 03/09/2012.	Latest Authenticated copy of the certification from STQC.	
2	The bidder should not have been blacklisted/ delisted or terminated by any Govt./ Semi Govt Deptt./ PSU in India	Undertaking should be submitted in the Technical Bid.	

G. Instructions to the Bidder

i) **Technical proposal**

Project Technical Approach & Methodology, including configuration and Implementation Strategies and Plans. Also provide details on how the Bidder would plan for support during the Post Go-Live Support period, Details of the type/class of **digital signature** required. The Technical bid should be complete in all respects and contain all information asked for, except prices. The technical offer must not contain any price information.

ii) E-procurement portal handing over of Data – the service provider shall provide a quarterly and annual data backup of NSC tender data to NSC representative within 10 days of completion of every quarter or year.

iii) Help desk – the service provide is required to facilitate the services of a centralized help desk for user assistance with the following requirements

- a) Minimum 9:30 am to 7 pm. 7 days a week.
- b) Helpline Telephone number for e-procurement portal.

iv) **Training** -

- The bidder is required to provide training to vendors and NSC's system administrator and end-users on the system, on usage, operations and any other area that may be deemed necessary.
- Training for NSC's user to be organized at NSC, Corporate office. NSC will provide service provider with necessary infrastructure for training of two days.

v) **Service Level Agreement** : Service Level Agreement (SLA) is the contract between NSC LTD and the contractor. SLA defines the terms of the responsibility of contractor in ensuring the timely delivery of the deliverables and the correctness of the same based on the agreed Performance Indicators as detailed in the Agreement. This section defines various Service Level Indicators which will be considered by **National Seeds Corportion LTD** in the Service Level Agreement with contractor.



- vi) The contractor has to comply with Service Level Agreements (SLAs) to ensure adherence to project timelines, quality and availability of services.

The interested parties may submit their tender to this office latest by **08.06.2015 at 3.00 pm**. In case of any enquiry you may visit NSC office at Pusa Complex, New Delhi on all working days.

NSC reserve the right to select/ reject any tender without assigning any reason, as decided by the Tech. Committee. The decision of Technical Committee in this regard shall be final and binding on the parties expressing their interest.

**Sd/-
(Pankaj Kumar Prasad)
Sr. General Manager (Engg/IT)**



Annexure –A

BID DOCUMENT ACKNOWLEDGEMENT FORM

No.IT/e-proc/12/NSC/2015-16

Dated 22.05.2015

To

Sr. General Manager (Engg/IT)
National Seeds Corporation Limited
Beej Bhawan, Pusa Complex,
New Delhi 110 012

Dear Sir/Madam,



We hereby acknowledge receipt of a complete set of Tender Documents consisting of Limited Tender, Details of tenders, Annexure-A, B, C pertaining to the **Limited Tender for Selection of Application Service Provider for implementation of complete e-Procurement Portal for National Seeds Corporation Limited** vide tender No. IT/e-proc/12/NSC/2015-16. We understand that the closing date of receipt of the tender by the Purchaser is **08.06.2015** at **15:00 hrs. (IST)** and opening on at **15:30 hrs.** (IST).

We guarantee that the contents of the above said Bid Document will be kept confidential within our organization and text of the said documents shall remain the property of Purchaser and that the said documents are to be used only for the purpose intended by Purchaser.

Our address for further correspondence on this tender will be as under:

Name of Authorized Signatory:

Designation:

Email Address:

Fax No.:

Telephone No (with STD code):

Mobile Number:

Yours faithfully,

**(Signature and stamp of the Authorized
Signatory)**

Note: This form should be returned along with offer duly signed.



TECHNICAL PROPOSAL SUBMISSION FORM

No.IT/e-proc/12/NSC/2015-16

Dated : 22.05.2015

To

Sr. General Manager (Engg/IT)
National Seeds Corporation Limited
Beej Bhawan, Pusa Complex,
New Delhi 110 012

Dear Sir,

**Subject : Tender for Limited Tender for Selection of Application Services
provider for Implementation of complete e-Procurement portal
for National Seeds Corporation Limited.**

Ref.: Tender No. IT/e-proc/12/NSC/2015-16

We, the undersigned, having read and examined in detail all the bid documents of the subject tender, do propose hereby to provide **all services as mentioned in the tender** for National Seeds Corporation Limited.

We declare that all the services will be performed strictly in accordance with the bid documents irrespective of whatever has been stated to the contrary anywhere in our bid.

We confirm having submitted the information as required in the tender document. In case any further clarification/documentary proof in this regard before evaluation of our bid, we agree to furnish the same in time.

Our Proposal is binding upon us and subject to the modifications resulting from contract negotiations, up to expiration of the validity period of the Proposal. We undertake that, in competing for (and, if the award is made to us, in executing) the above contract, we will strictly observe the laws against fraud and corruption in force in India namely "Prevention of Corruption Act 1988". We understand you are not bound to accept any Proposal you receive.

Yours sincerely,

From (Name & Address of the Bidder)Authorized signatory:

Name and title of
Signatory: Name of Firm:
Address:

Dated :
Place

Encl : Bidder details form.

Annexure-B

Bidder Details

Sl. No.	Parameters	Response
1	Name of Organization	☐ Bidder ☐ JV _____. (Please Tick)
2	Year of establishment	(Copy of proof to be attached)
3	Names of the Directors	
4	Name and address of the Principal banker	
5	Addresses	
	a) Head Office	
	b) Local Office in New Delhi	
6	Contact person at New Delhi	
	a) Name	
	b) Telephone number	
	c) E-mail ID	
7	Financial Information (Only company figures need to be mentioned. Not to include group figures)	
	Business Results	Turnover
	2013-2014	
	2013-2012	
	2012-2011	
8	Bidder's experience in similar project (In years)	

Sl. No.	Parameters	Response	
	a) Experience in India		
	Global experience		
9	Details of Bidder's Projects successfully completed in last 3 years	Name of the customer	Value Of Project (In INR)
	Project 1		
	Project 2		
	Project 3		
	Project 4		
10	Number of Support Engineers employed		
11	No. Of support offices in India.		



Annexure - C

FINANCIAL PROPOSAL FORM

No.IT/e-proc/12/NSC/2015-16

Dated : 22.05.2015

To

Sr. General Manager (Engg/IT)
National Seeds Corporation Limited
Beej Bhawan, Pusa Complex,
New Delhi 110 012

Dear Sir/Madam,

**Subject : Tender for Limited Tender for Selection of Application Services
provider for Implementation of complete e-Procurement portal
for National Seeds Corporation Limited.**

Ref.: Tender No. IT/e-proc/12/NSC/2015-16

We, the undersigned, offer to provide the services as required in the above in accordance with your tender no **IT/e-proc/12/NSC/2015-16** and our Proposal complete Technical and Financial. The price schedule along with breakup details of total cost is enclosed as per format as Annexure C.

Our Proposal is binding upon us and subject to the modifications resulting from contract negotiations, up to expiration of the validity period of the Proposal, i.e. 120 days.

We undertake that, in competing for (and, if the award is made to us, in executing) the above contract, we will strictly observe the laws against fraud and corruption in force in India namely "Prevention of Corruption Act 1988".

We understand you are not bound to accept any Proposal you receive.

Yours sincerely,

Authorised signatory:
Name and title of
Signatory: Name of Firm:
Address:

From (Name & Address of the Bidder)

Dated :

Place :

Annexure-C

PRICE SCHEDULES :

A) FOR e-procurement System

Price Schedule			
Sl. No.	Item Description	Price inclusive of all taxes and levies (Rs. in figure and words)	
		To be paid by NSC	To be paid by Bidder
1	2	3	4
1	One time setup fee for organization i.e. NSC.		
2	Usage charges per bidder per tender.		
3	Annual Registration Fee by bidder.		
4	Training to user alongwith the bidder and onsite support of the eProcurement bidder.		
5	Charges for annual maintenance, if any.		
6	Online support charges to Bidders.		

B) FOR Banking operations : NAME OF THE BANKER FOR PAYMENT GATEWAY AND MIS FACILITY ETC.FOR E-PROCUREMENT PORTAL :

Price Schedule			
Sl. No.	Item Description	Price inclusive of all taxes and levies (Rs. in figure and words)	
		To be paid by NSC	To be paid by Bidder
1	2	3	4
1	Bank charges for RTGS/NEFT or other mode of payment by Payment Gateway by BANK.		
2	Any other charges, if any (please specify the details)		

Note :-

The costs given on Section above shall be considered for bid evaluation.

Authorised signatory:
Name and title of Signatory:
Name of Firm: