

SHORT TENDER

FOR

SELECTION OF EXPERIENCED AGENCY FOR DESIGNING AND DEVELOPMENT OF MIS WEB PORTAL FOR “GMDC-SAMARTHYA”

Through online e-tendering process only

Issued By:



GMDC – Gramya Vikas Trust

Gujarat Mineral Development Corporation Ltd.
Khanij Bhawan, 132 Feet Ring Road, Near University Ground,
Vastrapur, Ahmedabad-380052
E-mail: csr@gmdcltd.com
Website: www.gmdcltd.com/csr/

January, 2023

Notice Inviting Online Short Tender

Details about Tender:

Organization	:	Gujarat Mineral Development Corporation - Gramya Vikas Trust (GMDC-GVT), Ahmedabad
Circle	:	Gramya Vikas Trust (GVT) C/o Gujarat Mineral Development Corporation Khanij Bhawan, 132 Feet Ring Road, Near University Ground, Vastrapur, Ahmedabad-380052
Vertical	:	Web Portal Development
Tender Notice No.	:	GMDC-GVT/CSR/8/22-23
Name of Project	:	Designing and Development of MIS Web Portal for "GMDC-Samarthya"
Name of Work	:	Selection of Experienced Agency for Designing and Development of MIS Web Portal for "GMDC-Samarthya"
Estimated Contract Value (INR)	:	Varies with service scope
Period of Completion	:	1 year from the date of Selection
Bidding Type	:	Open
Class of Bidder	:	Not Applicable
Tender Currency Settings	:	Indian Rupee (INR)
Joint Venture/Consortium	:	Consortium not allowed
Amount Details		
Bid Document Fee (INR)	:	Rs. 1,500/-
Bid Document Fee Payable to	:	"GMDC Gramya Vikas Trust" payable at Ahmedabad
Bid Security /EMD (INR)	:	Rs. 50,000/-
Bid Security/ EMD in favour of Tender Dates	:	"GMDC Gramya Vikas Trust" payable at Ahmedabad
Bid Document Downloading Start Date	:	January 17, 2023, Tuesday
Pre-Bid Meeting Date	:	January 21, 2023 (11:30 AM), Saturday (Online)
Bid Document Downloading End Date	:	January 27, 2023, (06:00 PM), Friday
Last Date & Time for Receipt/ Submission) of Bids online	:	January 27, 2023 (06:00 PM), Friday
Last Date & Time for hard copy Receipt/ Submission) of Bids	:	January 30, 2023 (03:00 PM), Monday
Bid Validity Period	:	180 days from opening of price bid

Submission of certain documents etc.	:	Hard Copy submission of EMD, Tender fee and other Documents as specified in the tender document up to January 30, 2023 (03:00 PM), Monday in the office of the CEO, GMDC-GVT C/o Gujarat Mineral Development Corporation, Khanij Bhawan, 132 Feet Ring Road, Near University Ground, Vastrapur, Ahmedabad-380052
Remarks	:	Tenderer shall submit their financial offer in electronic format on website, after digitally signing the same. Offers which are not digitally signed will not be accepted. No financial offer in physical form will be accepted and if any such offer is received by CEO, GMDC-GVT, it will be outrightly rejected.
Officer Inviting Bids	:	CEO, GMDC-GVT C/o Gujarat Mineral Development Corporation, Khanij Bhawan, 132 Feet Ring Road, Near University Ground, Vastrapur, Ahmedabad-380052
Bid Opening Authority	:	CEO, GMDC-GVT C/o Gujarat Mineral Development Corporation, Khanij Bhawan, 132 Feet Ring Road, Near University Ground, Vastrapur, Ahmedabad-380052
Nodal Point of Contact from GMDC-GVT for any query and clarification	:	CEO, GMDC-GVT C/o Gujarat Mineral Development Corporation, Khanij Bhawan, 132 Feet Ring Road, Near University Ground, Vastrapur, Ahmedabad-380052 (M) +91 9727792696

General Terms and Conditions:

- Bidders can download the tender document free of cost from the website of (n) procure and GMDC Website.
- Bidders have to submit Price Bid in Electronic form only on (n) Procure website till the last date and time for submission.
- Bidders will be informed regarding their selection for the presentation at least 3 days prior to the scheduled presentation date (to be scheduled during the evaluation process of bids)
- Offers (price bid) in physical form will not be accepted in any case.
- Bidders who wish to participate in online tenders will have to procure / should have legally valid Digital Certificate as per Information Technology Act-2000 using which they can sign their electronic bids. Bidders can procure the same from any of license certifying Authority of India or can contact (n) Code Solutions – A division of GNFC Ltd., who are licensed Certifying Authority by Govt. of India as follows:
(n)Procure Cell (n)Code solutions A division of GNFC 403, GNFC Info-Tower, Bodakdev, Ahmedabad- 380 054 (India) Tel: +91 26857316/17/18 Fax: +91 79 26857321, Toll Free: 1800-233-1010 E-mail : nprocure@gnfc.net.

Other Terms and Conditions are as per detailed tender documents.

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INVITATION FOR BIDS (IFB)

Gujarat Mineral Development Corporation Ltd. (GMDC) is one of India's leading mining and mineral processing companies. For more than five decades, GMDC has been engaged in the development of the ample mineral resources of the state. GMDC ranked 132nd among India's Fortune 500 Companies (2017) and among the Top-5 organizations by market capitalization in the mining sector. GMDC is India's second largest Lignite-producing company. GMDC is the leader in Lignite exploration and supply in Gujarat. Mining lignite from deposit-rich areas across the state, GMDC markets it to various high-growth industries, including textiles, chemicals, ceramics, bricks and captive power.

Believing and practicing the culture of accountable governance, GMDC established Gramya Vikas Trust on 7th January 1991 as Public Trust with Section 12A and 80G, registered under The Income Tax Act, 1961 for various developmental activities. GMDC-Gramya Vikas Trust (GMDC-GVT) works with the vision to enhance the quality of life of communities living in the GMDC active regions through innovative partnerships/programs, strategic collaborations, and stakeholder engagement. The GMDC-GVT activities have extensive geographical coverage, and its functional area spans villages in Bharuch, Bhavnagar, Chhotaudepur, Devbhumi Dwarka, Kutch, Panchmahals, and Surat district.

In the year 2022-23 GMDC-GVT an implementing body of CSR for GMDC has been given fresh impetus, accordingly following are the focus areas:

- Skill Based Ecosystem- Focused Transformation;
- Promotion of Quality & Inclusive Education;
- Health facilities- Addressing gaps through Access & Availability;
- Drinking Water Including Integrated Water Shed Development & Sanitation;
- Ensuring Climate Action & Environment Sustainability;
- Cultural & Heritage Preservation;

and design and implement tailor-made solutions to address their issues.

“GMDC Samarthya” Employment Skill Training Programmes:

Skill is considered as one of the most important ecosystems for transforming the lives of the youth, therefore the program is designed to generate employment through skill development for the youth in the age group of 18 to 35.

It is obvious that the skilling challenge is more severe due to the mismatch between the “Skills versus Job” which results into the unemployment of working age group people, impacts economy and results in social unrest. It is important to seemingly invest into the knowledge creation and development of expertise and skills up-gradation of youth of the Gujarat. Skill development of the youth will act as an effective tool for preparing the human resources through continuous

development and upgradation of the skill sets and linking with them with the nearby industries for the providing them of livelihood.

To cater this need of providing vocational training to youth of GMDC's existing and upcoming project location areas, GMDC-GVT, Ahmedabad has launched "GMDC-Samarthya" Employment Oriented Skill Training Programmes to equip youth with marketable skills as well to enhance their capacity to secure employment in the organized sector with adequate income generation.

As stated above, the target group of these Employment Oriented Skill Training Programmes shall be the youth (between the age group of 18-35 years) from the nearby areas of existing and upcoming project locations of GMDC and within this the project affected areas will be considered. This target group not only suffers from educational backwardness but also from social disadvantages such as unemployment, exploitation, anxiety, and health disorders (including malnutrition) etc. There exists the need to provide vocational skills to the target group to develop and refine their skills as well as engage them in productive activities to earn their livelihood.

For the effective execution of the "GMDC-Samarthya" Programmes, GMDC-GVT intends to develop MIS Web-portal for management of all the modules in the skill training programme. (i.e. Candidate Registration, Batch Formation & Approval, Training Schedule, Bio-Metric Attendance, Assessment, Placement and Handholding) To take this forward, it is required that professional web development agencies having experience in similar development can be selected with the GMDC-GVT, Ahmedabad.

With this background, GMDC-GVT, Ahmedabad invites technical and financial bids from the qualified Web Development Agencies to participate in this selection process. Prospective bidders are required to refer the eligibility criteria as well as criteria mentioned in the technical bid and other terms and conditions of this document. Technical and financial bid of only those agencies will be considered who are qualified as per the eligibility criteria.

SCHEDULE FOR INVITATION OF TENDER

TENDER NAME: SELECTION OF EXPERIENCED AGENCY FOR DESIGNING AND DEVELOPMENT OF MIS WEB PORTAL FOR “GMDC-SAMARTHYA”

To	
Issue of Tender	January 17, 2023, Tuesday
Pre-Bid Meeting	January 21, 2023, Saturday (11:30 AM) (Mode: Online)
Pre- bid meeting Schedule	Meeting link will be shared on GMDC Website before the Meeting. https://www.gmdcltd.com/
Last Date & Time for Receipt/ Submission) of Bids online	January 27, 2023, (06:00 PM), Friday
Last Date & Time for hard copy Receipt/ Submission) of Bids	January 30, 2023, (03:00 PM), Monday
Technical Bid, Tender Fees and EMD Submission Address:	Gujarat Mineral Development Corporation - Gramya Vikas Trust (GMDC-GVT) Khanij Bhawan, 132 Feet Ring Road, Near University Ground, Vastrapur, Ahmedabad-380052
Venue for technical bid opening	Gujarat Mineral Development Corporation - Gramya Vikas Trust (GMDC-GVT) Khanij Bhawan, 132 Feet Ring Road, Near University Ground, Vastrapur, Ahmedabad-380052

Note:

- Please address all queries and correspondence to the Gujarat Mineral Development Corporation - Gramya Vikas Trust (GMDC-GVT), Khanij Bhawan, 132 Feet Ring Road, Near University Ground, Vastrapur, Ahmedabad-380052 or email address: csr@gmdcltd.com
- If the Office of the GMDC-GVT, Ahmedabad happens to be closed on the day of receipt of the bids as specified, the bids will be received and opened on the next working day on opening of the Office upto the same time and at the same venue.
- Please quote reference number in all your correspondence.

General instructions for bid submission guidelines:

- Bidders who wish to participate in this selection process will have to register on <https://www.nprocure.com>. Further, participating bidders will have to procure Digital Certificate as per Information Technology Act, 2000 using which they can sign their electronic commercial proposals. Bidders can procure the same from (n) Code Solutions, or from any other agency licensed by Controller of Certifying Authority of Government of India. Bidders who already have a Digital Certificate need not procure a new digital certificate.
- **Technical Bid:** Bidders shall submit physically their bids in TWO SEPARATE PARTS in

sealed envelopes super-scribed with due date, time, project and nature of bid) through Registered A.D. Post, Speed Post or through hand delivery.

- **Financial bid:** Bidders shall submit the financial bid online only.
- Details with regard to the submission of online submission of technical and financial bid as well as hard copy submission of technical bid with the fees (tender and EMD) are mentioned in the tender document.
- Services offered should be strictly as per scope of work and terms and conditions mentioned in this Tender Document. Please spell out any unavoidable deviations, article-wise, in your bid under the heading "Deviations".
- Once quoted, the Bidder shall not make any subsequent price changes, whether resulting or arising out of any technical/commercial clarifications sought regarding the bid, even if any deviation or exclusion may be specifically stated in the bid. Such price changes shall render the bid liable for rejection.
- Bidder shall quote the prices of services as mentioned valid for 180 days.

Yours faithfully,

CEO, GMDC-GVT,
Khanij Bhawan, 132 Feet Ring Road,
Near University Ground, Vastrapur,
Ahmedabad-380052

**TO BE PASTED ON THE OUTER ENVELOPE CONTAINING THE BID SECURITY,
TENDER FEES AND TECHNICAL BID**

Important Data

DO NOT OPEN – THIS IS A BID

PROJECT		SELECTION OF EXPERIENCED AGENCY FOR DESIGNING AND DEVELOPMENT OF MIS WEB PORTAL FOR "GMDC-SAMARTHYA"
Due Date	:	
Time	:	
From		
<Name of Bidder>		
<Address>		
<Phone no.>	:	
<e-mail id>	:	

**TO BE PASTED ON THE OUTER ENVELOPE CONTAINING THE BID SECURITY AND
TENDER FEES**

DO NOT OPEN – THIS IS A BID

Bid Security

PROJECT		SELECTION OF EXPERIENCED AGENCY FOR DESIGNING AND DEVELOPMENT OF MIS WEB PORTAL FOR “GMDC-SAMARTHYA”
Due Date	:	
Time	:	
From		
<Name of Bidder>		
<Address>		
<Phone no.>	:	
<e-mail id>	:	

TO BE PASTED ON THE OUTER ENVELOPE CONTAINING THE TECHNICAL BID

DO NOT OPEN – THIS IS A BID

Technical Bid

Original

PROJECT		SELECTION OF EXPERIENCED AGENCY FOR DESIGNING AND DEVELOPMENT OF MIS WEB PORTAL FOR “GMDC-SAMARTHYA”
Due Date	:	
Time	:	
From		
<Name of Bidder>		
<Address>		
<Phone no.>	:	
<e-mail id>	:	

CHAPTER – 1: INSTRUCTIONS TO THE BIDDERS

ARTICLE 1: DEFINITIONS

In this document, unless the context specific otherwise, the following words and phrases shall mean and include:

- 1) “**Agreement**” means document signed by the competent authority at Gujarat Mineral Development Corporation-Gramya Vikas Trust, Ahmedabad and the Bidder that incorporates any financial corrections or modification to the tender and is the legal document binding both the parties to all terms and conditions of the Contract.
- 2) “**Bid**” means the complete bidding document submitted by the Bidder to the Gujarat Mineral Development Corporation-Gramya Vikas Trust, Ahmedabad and shall include any corrections, addenda and modifications made therein.
- 3) “**Bidder**” shall mean a corporate entity or a society or a corporation or a trust or a firm eligible to participate in the Tender in the stages of Pre-qualification, Bidding process and shall include the successful Bidder during the currency of the Contract.
- 4) “**Contract Period**” shall mean entire term of the contract as indicated in the tender document.
- 5) “**Contract**” shall include the Terms of Reference as outlined in the tender document within time limits indicated for which the Bidder shall be paid in accordance with the terms and conditions of the Agreement.
- 6) “**Corrupt Practice**” means the offering, giving, receiving or soliciting of anything of value, pressurizing to influence the action of a public official in the process of Bidder selection and Contract execution.
- 7) “**Financial Capability**” means financial worthiness of Bidders as per the terms of the Tender.
- 8) “**Local Language**” means the language declared by the concerned State Government as their official language.
- 9) “**Tenderer**” means the organization / institution, which is floating this tender i.e. GMDC-GVT, C/o Gujarat Mineral Development Corporation, Ahmedabad.
- 10) “**Total Accepted Tender Value**” means the total value of services and supplies as covered under this Tender and agreed upon by the Tenderer and the Bidder.

ARTICLE 2: “GMDC-SAMARTHYA EMPLOYMENT ORIENTED SKILL TRAINING PROGRAMME”

The objective of Gujarat Mineral Development Corporation-Gramya Vikas Trust (GMDC-GVT), Ahmedabad is to work for the interest of the benefit of the youth in Project affected areas of Project Location of GMDC across Gujarat.

One of the Key Thrust Area of GMDC-GVT is “**Skill Ecosystem-Focused Transformation**” and GMDC-GVT proposes to undertake innovative, scalable and outcome-oriented projects to mitigate the adverse impact on the socio- economic life of affected population in the state of Gujarat.

To take this forward, GMDC-GVT, Ahmedabad has launched the Skill development programme to address the skilling challenge in the Project Location areas which is more severe due to the mismatch between “Skills versus Jobs”. This Skill development cum employment-oriented training programme **henceforth will be called** as “**GMDC-Samarthya Employment Oriented Skill Development Training Programme**”. These programmes will seemingly invest into the knowledge creation and development of expertise and skills up-gradation of youth from selected locations of Gujarat state. The key focus of GMDC-GVT would be to provide skill training to the youth in Kutch, Bhavnagar, Surat, Bharuch, Devbhumi Dwarka, Chhotaudepur and Panchmahals districts. The training programmes will ensure preparing the human resources (youth) through continuous development and upgradation of the skill sets and link them with the nearby industries for the purpose of livelihood (employment/ self-employment/ placement).

For the effective execution of the “GMDC-Samarthya” Programmes, GMDC-GVT intends to develop MIS Web-portal for management of all the modules in the skill training programme. (i.e. Candidate Registration, Batch Formation & Approval, Training Schedule, Bio-Metric Attendance, Assessment, Placement and Handholding) To take this forward, it is required that professional web development agencies having experience in similar development can be selected with the GMDC-GVT, Ahmedabad.

ARTICLE 3: ELIGIBILITY CRITERIA FOR BIDDERS

The Bidder should be fulfilling the following preconditions and must also submit documentary evidence in support of fulfillment of these conditions while submitting the technical bid. Bids from consortiums are not allowed. **Claims without documentary evidence will not be considered-**

Sr. No.	Eligibility Criteria	Documentary Evidence to be attached
1.	The bidder should have a minimum annual average turnover of Rs. 50 Lakhs in the last three years ending 31 st March 2022.	Chartered Accountant Certificate indicating the turnover of the bidder in the last three years. (2019-20, 2020-21 & 2021-22) ending 31 st March 2022.

Sr. No.	Eligibility Criteria	Documentary Evidence to be attached
2.	The bidder should have minimum Three years' experience in design and development of web-based MIS	Self-attested work order Copies/ Agreement & Completion Certificate of the same clearly indicating the web-based MIS development and similar work for last three years. (2019-20, 2020-21 & 2021-22)
3.	The bidder should have designed and developed at least Five websites/MIS Portals till date of the tender	Self-certified list of Design and Development of Websites/MIS Portals

CHAPTER – 2: GENERAL TERMS AND CONDITIONS

ARTICLE - 1: CHECKLIST OF DOCUMENTS COMPRISING THE BID

The bid submitted shall have the following documents:

Part-I

Earnest Money Deposit and Price of one copy of the Tender Document in the form prescribed in the Tender.

Part – II

1. In case bidder is a company- Certified copy of Certificate of incorporation for companies & Memorandum and Articles of Associations,

Or

In case the Bidder is a Society- Certified copy of registration deed with objects of constitution of society

Or

In case Bidder is a Corporation- Authenticated copy of the parent statute

Or

In case of Trust- Certified copy of the Trust Deed

Or

In case of Firm- Certified copy of the Registration Deed

Certified copies of documents submitted, as above, must be signed and carry the seal of the authorized signatory.

2. Clause by clause compliance statement for the whole Tender Document including all Annexure.
3. All deviations and/or non-compliance clauses shall be listed separately
4. Details in the formats as given at Annexure. (Please check all the Annexure).

Part-III

1. Financial Bid as per Annexure – 1 to be submitted on-line. No deviations and/or non-compliance clauses shall be allowed in the Financial Bid.

ARTICLE – 2: BIDDING DOCUMENT

The bidder is expected to examine all instructions, forms, terms and specifications in the bidding documents. Failure to furnish all information required by the bidding documents or submits a Bid not substantially responsive to the bidding documents in every respect may result in the rejection of the Bid.

ARTICLE – 3: CLARIFICATION ON BIDDING DOCUMENTS

Bidders can seek written clarifications within 5 days from the last date of issue of the tender document, to GMDC-GVT, Ahmedabad. The clarification shall be issued without any delay.

ARTICLE – 4: AMENDMENT OF BIDDING DOCUMENTS

At any time prior to the deadline for submission of bids, GMDC-GVT for any reason, whether at its own initiative or in response to the clarifications requested by prospective Bidders may modify the bidding documents by amendment.

All prospective Bidders who have received the bidding documents will be notified of the amendment and such modification will be binding on them. The same shall also be placed on the website of GMDC viz.

In order to allow prospective Bidders a reasonable time to take the amendment into account in preparing their bids, GMDC-GVT, Ahmedabad at its discretion, may extend the deadline for the submission of bids.

ARTICLE – 5: LANGUAGE OF BID

The Bid prepared by the Bidder, as well as all correspondence and documents relating to the Bid exchanged by the Bidder and GMDC-GVT shall be in English. Supporting documents and printed literature furnished by the Bidder may be in another language provided they are accompanied by an accurate translation of the relevant pages in English. For purposes of interpretation of the bid, the translation shall govern.

ARTICLE – 6: COST OF BIDDING

The Bidder shall bear all costs associated with the preparation and submission of the Bid and GMDC-GVT will in no case be responsible for those costs, regardless of the conduct or outcome of the bidding process.

ARTICLE - 7: BID FORMS

Wherever a specific form is prescribed in the Tender Document, the Bidder shall use the form to provide relevant information. If the form does not provide space for any required information, space at the end of the form or additional sheets shall be used to convey the said information.

ARTICLE - 8: FRAUDULENT & CORRUPT PRACTICE

Fraudulent practice means a misrepresentation of facts in order to influence a procurement process or the execution of a Contract and includes collusive practice among Bidders (prior to or after Bid submission) designed to establish bid prices at artificial on-competitive levels and to deprive the GMDC-GVT of the benefits of free and open competition.

Tenderer will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for, or in executing, contract(s).

ARTICLE - 9: LACK OF INFORMATION TO BIDDER

The Bidder shall be deemed to have carefully examined all contracts documents to his entire satisfaction. Any lack of information shall not in any way relieve the Bidder of his responsibility to fulfill his obligation under the Contract.

ARTICLE - 10: CONTRACT OBLIGATIONS

If after the award of the contract the Bidder does not sign the Agreement or fails to furnish the performance guarantee within the prescribed time limit, the GMDC-GVT reserves the right to cancel the contract and apply all remedies available to him under the terms and conditions of this document.

ARTICLE - 11: BID PRICE

The Financial bid should indicate the prices in the format/price schedule given at Annexure – 1 online only. Bidder shall categorically confirm strict compliance with the following stipulation in respect of their offer.

- a) Any effort by a Bidder or Bidder's agent/consultant or representative howsoever described to influence the GMDC-GVT, Ahmedabad in any way concerning scrutiny/consideration/ evaluation/ comparison of the bid or decision concerning award of contract shall entail rejection of the bid.
- b) The Bidder should indicate a single consolidated rate for contract period based on the payment terms specified in the Tender.
- c) Bids should be submitted directly by the Bidder.

GMDC-GVT reserves the right to seek clarification/justification from the Bidder on the bid price incase GMDC-GVT deems it necessary. Based on the justification provided by the Bidder, if GMDC-GVT feels that the price is unrealistic/ unfeasible in order to execute a project of this nature, GMDC-GVT reserves the right to reject the said bid. The Bidders shall be governed by the decision of GMDC-GVT.

ARTICLE - 12: BID CURRENCY

For the services required in the Tender the prices shall be quoted in Indian Rupees. Payment for such services as specified in the agreement shall be made in Indian Rupees only.

ARTICLE - 13: BID SECURITY/ EARNEST MONEY DEPOSIT (EMD)

The Bidder shall furnish, as part of the Bid, a bid security for the amount of Rs. 50,000/- by DD in favour of "GMDC Gramya Vikas Trust" payable at Ahmedabad issued by any nationalized bank in India in a separate envelope. Only after the confirmation of valid bid security, the Technical Bid will be opened.

No interest shall be paid on bid security.

EMD of Bidders not short-listed will be refunded within 30 days from the date of declaration of Short-listed Bidders. If the Bidder is short-listed, then the security will be refunded within 30 days from the date of signing of the Agreement.

The successful Bidder's Bid security will be discharged upon the Bidder signing the contract/Agreement, and furnishing the Performance Guarantee.

The Bid security may be forfeited either in full or in part, at the discretion of GMDC-GVT, on account of one or more of the following reasons:

- a) The Bidder withdraws their Bid during the period of Bid validity specified by them on the Bid letter form.
- b) Bidder does not respond to requests for clarification of their Bid.
- c) Bidder fails to co-operate in the Bid evaluation process, and
- d) In case of a successful Bidder, the said Bidder fails:
 1. To sign the Agreement in time; or
 2. To furnish Performance Guarantee

ARTICLE - 14: PERIOD OF VALIDITY OF BIDS

Bids shall remain valid for 180 days after the date of Bid opening prescribed by GMDC-GVT. A Bid valid for a shorter period shall be rejected as non-responsive.

In exceptional circumstances, the GMDC-GVT may solicit Bidder's consent to an extension of the period of validity. The request and the responses thereto shall be made in writing. The Bid security shall also be suitably extended. A Bidder granting the request is not required nor permitted to modify the Bid.

ARTICLE - 15: SEALING AND MARKING OF BID

Bidder shall submit their bids in TWO SEPARATE PARTS in sealed envelopes super-scribed with due date, time, project and nature of bid (Bid Security, Technical).

Part: I The Bid Security in a separate sealed envelope super scribed with the Tender Document number.

Part: II Original BID complete with all technical and commercial details other than price i.e. identical to part-III with prices blanked out.

NOTE: Filling up prices in Part-II will render the Bidder disqualified.

The envelopes containing Part-I and Part-II of bid should be enclosed in a larger envelope duly sealed. The enclosed CUT-OUT Slips (Formats given below) shall be filled and pasted on the envelopes. All pages of the offer must be signed.

The outer envelope shall indicate the name and address of the Bidder to enable the bid to be returned unopened in cases it is declared 'late'.

If the outer envelope is not sealed and marked as required, the GMDC-GVT will assume no responsibility for the bid's misplacement or premature opening.

If these envelopes are not sealed and marked as required, the GMDC-GVT will assume no responsibility for the bid's misplacement or premature opening and rejection.

ARTICLE - 16: BID DUE DATE

Bid must be received by the GMDC-GVT at the address specified in the Tender Document not later than the date specified in the bid.

The GMDC-GVT may, at its discretion, on giving reasonable notice by fax or any other written communication to all prospective Bidders who have been issued the Tender documents, extend the bid due date, in which case all rights and obligations of the GMDC-GVT and the Bidders, previously subject to the bid due date, shall thereafter be subject to the new bid due date as extended.

ARTICLE - 17: LATE BID/ CONDITIONAL BID

Any bid received by the GMDC-GVT after the bid due date/time prescribed in the Tender Document shall be rejected.

Any bid indicating conditions beyond those indicated in this Tender Document i.e. conditional bid shall be rejected.

ARTICLE - 18: MODIFICATION AND WITHDRAWAL OF BID

The Bidder may modify or withdraw its Bid after the Bid's submission, provided that written notice of the modification included substitution or withdrawal of the bids, is received by the GMDC-GVT prior to the deadline prescribed for submission of bids.

The Bidder's modification or withdrawal notice shall be prepared, sealed, marked and dispatched in a manner similar to the original Bid.

No Bid shall be modified subsequent to the deadline for submission of bids.

No Bid shall be withdrawn in the interval between the deadline for submission of bids and the expiration of the period of Bid validity specified by the Bidder on the bid letter form. Withdrawal of a Bid during this interval may result in the Bidder's forfeiture of its Bid security.

ARTICLE - 19: CONTACTING THE GMDC-GVT

Bidder shall not approach the GMDC-GVT officers outside of office hours and/or outside the GMDC-GVT premises, from the time of the Bid opening to the time the Contract is awarded.

Any effort by a Bidder to influence the GMDC-GVT officers in the decisions on Bid evaluation bid comparison or contract award may result in rejection of the Bidder's offer. If the Bidder wishes to bring additional information to the notice of the GMDC-GVT, it should do so in writing.

ARTICLE - 20: BID EVALUATION

Parameters and Procedure of Evaluation

The proposals will be ranked according to their combined technical (St) and financial (Sf) scores using the weights (T = the weight given to the Technical Proposal = 70%; P = the weight given to the Financial Proposal = 30%; T + P = 100%) using the formula:

$$S = St \times T\% + Sf \times P\%$$

The GMDC-GVT is not bound in any manner to select any of the bidders submitting proposals or to select the bidder offering the lower price.

The bidders achieving the highest combined technical and financial score (S) will get the highest rank. The firm obtaining the highest number of points will be invited for contract negotiations, with a view to clarify any outstanding points, to finalize technical and financial arrangements and, in case of successful negotiations, to sign a Contract Agreement. Bidders submitting the bids should clearly understand that any or all parts of their bids are liable to be part of the negotiation procedure.

I. Technical Evaluation

The Bidders, who have fulfilled the eligibility criteria, will be evaluated further. The technical evaluation and comparison of the bids shall be done on the technical evaluation parameters mentioned in the annexure document.

An evaluation shall be carried out based on the above parameters and the data and documents provided by the Bidders in support of their claims. The cut-off marks for short-listing based on the **Technical Evaluation is 60** to open the financial proposal. The Evaluation Committee shall have the right to verify the claims made by the Bidder, in whichever way it deems fit. Based on the Bid Evaluation, only technically qualified Bidders scoring more than cut-off marks shall be short-listed.

II. Financial Evaluation

The maximum marks shall be 100 and 30% weightage shall be given to financial evaluation.

Bid Evaluation Committee

The above evaluation shall be done by an Evaluation Committee decided by the GMDC-GVT, Ahmedabad. The Committee shall determine the approach and methodologies for the issues which may arise during the above referred evaluation exercise and have not been addressed in this Tender Document. The decision of the Committee shall be final and binding on all the Bidders.

Technical Evaluation Criteria for the tender

Sr No	Criteria	Criteria	Marks	Maximum Marks
1	Annual Average Turnover during last 3 years ending 31st March, 2022	Turnover above 2 Cr.	10	10
		Turnover above 1 Cr.	07	
		Turnover above 0.5 Cr.	05	
2	Total No. of past and current clients till date of the tender	More than 15 Clients	10	10
		More than 10 Clients	07	
		More than 05 Clients	05	
3	Total No. of MIS Web Portal/Websites/Applications designed and developed till the date of the tender	More than 20 MIS	10	10
		More than 10 MIS	07	
		More than 05 MIS	05	
4	Total No. of MIS Web Portal/Websites/Applications designed and developed in Skill Training/Education Domain	At least 1 MIS/Web Portal/Application in Skill Training / Education Domain	05	05
5	Total No. of professional employees in the Organization	More than 30 Employees	10	10
		More than 20 Employees	07	
		More than 10 Employees	05	

6	Total No. of Developers and Project Managers in the Organization	More than 15 Developers	10	10
		More than 10 Developers	07	
		More than 05 Developers	05	
7	Total No. of Programming Languages (Development Tools) bidder has experience in working with till the date of tender	More than 10 Languages	10	10
		More than 07 Developers	07	
		More than 05 Developers	05	
8	Dashboard Screenshots of the past MIS Web Portals developed by the bidder	Based on aesthetics, layout and look of Dashboard	-	10
9	Project Methodology, Approach, Work Plan, Days	Approach, Work Plan and No. of Days taken for Portal Development	-	25
Grand Total				100

ARTICLE - 21: THE GMDC-GVT'S RIGHT TO VARY SCOPE OF CONTRACT AT THE TIME OF AWARD

The GMDC-GVT may at any time, by a written order given to the Bidder make changes within the general scope of contract.

If any such change causes an increase or decrease in the cost of, or the time required for, the Bidder performance of any part of the work under the Contract whether changed or not changed by the order, an equitable adjustment shall be made in the Contract Price or schedule of implementation, or both, and the Contract, shall, accordingly be amended. Any claims by the Bidder for adjustment under this Para must be asserted within thirty (30) days from the date of the Bidder receipt of the GMDC-GVT changed order.

ARTICLE - 22: THE GMDC-GVT'S RIGHTS TO ACCEPT ANY BID AND TO REJECT ANY OR ALL BIDS

The GMDC-GVT reserves the right to reject any Bid and to annul the bidding process and reject all bids at any time prior to award of Contract. Without thereby incurring any liability to the affected Bidder(s) or any obligation to inform the affected Bidder(s) of the grounds for such decision.

ARTICLE - 23: NOTIFICATION OF AWARD & SIGNING OF CONTRACT

Prior to expiry of the period of Bid validity, the GMDC-GVT will notify the successful Bidder in writing that its Bid has been accepted and send the successful Bidder the Work Order.

Within 10 days of receipt of the Work Order, the successful Bidder shall sign and date the contract and return it to the GMDC-GVT. If the successful Bidder thus selected fails to sign the contract as stipulated, the GMDC-GVT reserves the right to offer the contract to the next Bidder.

ARTICLE - 24: PERFORMANCE GUARANTEE

The contract performance guarantee has to be submitted within 10 (Ten) days of receipt of Work order. The performance guarantee shall be 5% of the Total Accepted Tender Value. The performance guarantee can be in the form of bank guarantee, which shall be valid for duration of 180 days beyond the expiry of contract period.

If the successful Bidder fails to remit the performance guarantee the EMD remitted by him will be forfeited by the GMDC-GVT and his bid will be held void.

Upon the successful Bidder's furnishing of performance guarantee and signing of contractual documents, the GMDC-GVT will promptly notify all Short-listed Bidders and will refund their Bid Security.

ARTICLE - 25: PAYMENT TERMS

Payment to the bidder shall be based on the Development of MIS Web-Portal modules in stages as follows:

- Payment of 30% of the total contract value upon successful development, testing and Go-live of Website, Registration Portal, Candidate Pool and Batch Formation Module.
- Payment of 50% of the total contract value upon development, testing and Go-live of Biometric Attendance Portal, Training Schedule, Assessment, Certification and Batchwise Payment Module.
- Payment of 20% of the total contract value after one month from the completion of development of all the remaining module as per the scope of work of the project.

ARTICLE - 26: PENALTY

#	Parameter	Description	Liquidity Damage (LD)
1	Delay in submission of deliverables documents	The selected bidder shall prepare and deliver the desired deliverables as mentioned in the list of deliverables in the stipulated timeline.	LD @ 0.5% of the cost of assignment per week delay upto maximum of 10%. The LD will be deducted from the final bill payment.

ARTICLE - 27: PATENT RIGHTS

The Bidder shall indemnify the GMDC-GVT against all third-party claims of infringement of patent, trademark/ copyright arising from the use of services or any part thereof.

ARTICLE - 28: CONTRACT PERIOD

This service for design and development shall commence immediately from the date of signing of the Agreement and shall continue thereafter for a period of 1 years.

This service shall be reviewed by the GMDC-GVT at the end of every year. The Annual Maintenance contract (AMC) for the web portal can be extended for a further period of 2 years as may be mutually decided. The terms and conditions for extension of the contract may be negotiated.

ARTICLE -29: TERMINATION OF THE CONTRACT PERIOD

The GMDC-GVT will have the right to cancel the contract if the Bidder commits breach of any or all conditions of the contract. Breach of Contract includes, but not limited to, the following:

- It is found that the schedule of implementation of the project is not being adhered to.
- The Bidder stops work and such stoppage has not been authorized by the GMDC-GVT.
- The Bidder may become bankrupt or goes into liquidation other than for project or amalgamation.

CHAPTER – 3: TERMS OF REFERENCE

ARTICLE - 1: INTRODUCTION

GMDC-GVT desires to cover Project Affected areas in its key existing and upcoming project locations for its intervention of improving youth employability. The objective is to improve employability with the consensus of the candidate and their families so as to achieve meaningful and tangible results.

The objective is to be achieved through training and arrangement of sustainable employment for candidate matching their aptitude and liking with the market requirement in sectors decided by training providers through PPP model. For each sector, there can be more than one Project Implementing Agency. The sector would be chosen by the Project Implementing Agency. The partner shall set up, operate, manage and maintain the whole set-up of training provision on build, own and operate basis.

The target group of the “GMDC-Samarthya Employment Oriented Skill Training Programmes” shall be the youth from the areas nearby to GMDC’s existing and upcoming Project Locations across Gujarat who are suffering from the educational backwardness and social disadvantages such as unemployment, exploitation, anxiety etc. The Project shall cater the need of providing vocational skills to the target group to develop and refine their skills as well as engage them in productive activities to earn their livelihood. Under the Project, it is intended to provide skill training to the candidate aged between 18-35 years in various sectors.

The GMDC-GVT seeks proposals to develop a web-based Management Information System (MIS) for monitoring and assessing the GMDC-Samarthya Employment Oriented Skill Training Programmes. The MIS Portal shall include all the modules as defined by the GMDC-GVT. The key deliverables and benefits of the web-based MIS system will be as follows: -

- Easy to Implement and Maintain
- Highly Customizable and Scalable
- Better Availability of Data, Data Sharing and Monitoring
- Improved Transparency
- Helps in decision making

ARTICLE – 2: SCOPE OF MIS WEB PORTAL DEVELOPMENT

The agency will be required to develop a robust web-based MIS system and provide services for management and maintenance support. The scope of the assignment is not limited to the scope mentioned herein below and the scope of assignment would include all such work/function necessary to achieve the objectives of the proposal.

ARTICLE - 3: SPECIFICATION OF THE MODULES IN THE WEB BASED MIS SYSTEM

The following are the list of modules and functionalities to be built into the system:

Sr. No.	Module/Functionality
1.	Dashboards/Reports Management
2.	User Management (Operator, Centre, Agency, GMDC-GVT (Coordinator, Manager, COO, CEO), Super-admin
3.	Modules of Skill Training i. Candidate Registration (Form with Demographic Details, Document upload (PDF, JPEG)) ii. Candidate Pool iii. Batch Formation iv. Training Schedule v. Biometric Based Attendance linked with Portal vi. Candidate Progress (Assessment) vii. Candidate Certification viii. Candidate Placement ix. Candidate Handholding (Tracker)
4.	Agency Payment Module (Linked with KPIs of Batch)
5.	SMS Updates to the Candidates

ARTICLE - 4: SERVICES TO BE PROVIDED (SCOPE OF WORK)

A. Design Criteria for Website:

Website design for “GMDC-Samarthya” to manage and showcase information about GMDC-Samarthya programme as well as to manage Online applications and Office Administrative process related to GMDC-Samarthya.

Main menu:

- Dashboard with statistical report
- Course details and instructions,
- Online Application form
- Photo gallery,
- contact us page
- Link with GMDC-GVT and GMDC main website, and
- Admin panel to manage content will be main functions of this website.
- Log-in for MIS Web Portal

B. Development Criteria for Web Portal:

Below mentions list is to develop modules as per:

- Registration Process for users and Role based Registration process for Admin Level
- Online Application form for Individuals and Agency

- Upload Documents, Photo and Signature
- Print Form
- SMS and Email integration
- CMS based website and Reports
- Help line support

Detail Scope of Work:

1. Registration Process:

- Users can register on web portal or can also register through agency
- At the time of registration user will have to enter their “Aadhar number (12 digits)”, “Mobile number (10 digits with +91)” and “Date of Birth (DD,MM,YYYY, ie: 25 Jan 2023)” to reduce duplication. One user can apply only once.
- OTP shall be generated to user’s given mobile number, with the help of generated OTP, user shall be able to login at the first time.
- For Edit functionality, users will have to give their authenticated mobile number and Application number.

1.1 Role based registration process for Admin level: (Detailed process will be shared with agency upon selection:

- Super Admin and 6 user wise credentials for Agency
- Super Admin will have all the access and power
- Agencies can create centre wise user credentials
- Agencies will be able to create centres as per their courses and Batch
- Centre admin will be able to manage their Operator users for candidate registration
- Centre can allow more than one user as an Operator
- Centre can authenticate Operator
- Operator will verify application

2. Online Application form

- Application form title shall be in bilingual (Gujarati and English), user will have to enter their data in English.
- Registered user can apply online with the help of online application form
- Candidate Demographic details along with candidate image, documents, and signature (PDF/JPEG) to be captured in registration form
- A unique Confirmation number shall be generated on submitted and confirm application.

3. Modules for Web-portal:

- Candidate Pool
- Batch Formation
- Training Schedule
- Biometric Based Attendance linked with Portal

- Candidate Progress (Assessment)
- Candidate Certification
- Candidate Placement
- Candidate Handholding (Tracker)
- Agency Payment Modules (Installment Wise)

4. SMS Service

- Candidate shall get SMS at the time of application confirmation.
- Candidate shall receive SMS as and when they get selected in Batch, Scores and Certification information.

5. Website Development

- GMDC-GVT intends to design and develop CMS based website for GMDC-Samarthya to handle above mention scope.
- Website design criteria is as mentioned in “Design criteria” in this document.
- Link will be redirected to “Online application” through this website

6. Help line support

- Agency shall provide 60 days technical help line support in office timings in working days with dedicated phone line.

Time Schedule:

- The entire development shall be completed in the agreed timeline as per the scheduled work plan submitted by the bidder. Any delay in requirement gathering and approval from department side will not be considered as delay.

ARTICLE - 5: ADDITIONAL MODULE DEVELOPMENT FOR WEB PORTAL

During the contract period, if requirement is felt for creation of additional module/component or expansion of the existing module, then the agency would be required to incorporate the request of additional module development.

CHAPTER – 4: ANNEXURES

ANNEXURE - 1: FINANCIAL BID FORMAT

(To be provided online only)

Tender Notice No. :
Tender Document No. :

To:
Gramya Vikas Trust (GVT)
C/o Gujarat Mineral Development
Corporation
Khanij Bhawan, 132 Feet Ring Road,
Near University Ground, Vastrapur,
Ahmedabad-380052

Sir/ Madam,

I/We hereby bid for “Selection of Experienced Agency for Designing and Development of MIS Web Portal for “GMDC-Samarthya” under the “Project” as per the Terms of Reference given in this Tender Document of the GMDC-GVT, Ahmedabad within the time specified and in accordance with the specifications, design, and instructions as per Special Terms and Conditions as well as General Terms and Conditions. The rates are quoted in the prescribed format given below:

Costing for Design and Development of MIS Web Portal

Sr. No.	Particular	No. of Man Days (A)	Lump sum Man Day Cost (Rs.) (B)	Total Amount (Rs.) (A*B)
1.	Designing and Development of MIS Web Portal with Website and all the modules as mentioned in Scope of Work including (UI/UX, CMS Development & Hosting for One Year) and One Year Technical Support			

The above rates shall be exclusive of all the taxes and shall be valid for the entire contract period.

ANNEXURE – 2: PROFILE OF BIDDER

Sr. No.	Particular	Detail
1	Name of the Organization	
2	Nature of the Organization	
a	In case of Public/Pvt. Ltd company (Certified copy of Certificate of incorporation for companies& Memorandum and Articles of Associations)	
b	In case of Partnership Firm (Partnership deed)	
c	In case of Proprietorship (Registration certificate, Factory registration, DIC –industrial registration)	
d	In case of society (Certified copy of registration deed with objects of constitution of society)	
e	In case of Corporation (Authenticated copy of the parent statute)	
3	Address with Phone No.:	
4	Name and Contact details of the Authorized Person	
5	Any other details in support of your offer	
6	Certificate/ Recognition obtained for Web Portal	

Signature of the bidder
with seal

ANNEXURE – 3: CHECKLIST FOR FULFILLMENT OF ELIGIBILITY CRITERIA

Sr. No.	Eligibility Criteria	Documentary Evidence to be attached	Documentary Proof attached (Y/N) Give Annexure No.)
1.	The bidder should have minimum annual average turnover of ₹ 50 lakhs and positive net worth in the last three years ending 31st March 2022.	Chartered Accountant Certificate indicating the turnover of the bidder in the last three years. (2019-20, 2020-21 & 2021-22) ending 31st March 2022.	
2.	The bidder should have minimum Three years' experience in design and development of web-based MIS	Self-attested Work order Copies/ Agreement & Completion Certificate of the same clearly indicating the web-based MIS development and similar work for last three years. (2019-20, 2020-21 & 2021-22)	
3.	The bidder should have designed and developed at least Five websites/MIS Portals till date of the tender	Self-certified list of Design and Development of Websites/MIS Portals	

Signature of the Bidder with seal

ANNEXURE – 4: CHECKLIST FOR FULFILLMENT OF EVALUATION CRITERIA

Sr No	Particulars	Documents required	Documentary Proof attached(Y/N) (Give Annexure No.)
1	Annual Average Turnover during last 3 years ending 31st March, 2022	Chartered Accountant Certificate indicating the turnover of the bidder in the last three years. (2019-20, 2020-21 & 2021-22) ending 31st March 2022.	
2	Total No. of past and current clients till date of the tender	Self-certified list of clients to be submitted by the bidder	
3	Total No. of MIS Web Portal/Websites/Applications designed and developed till the date of the tender	Self-certified list of MIS Web Portal/Websites/Applications to be submitted by the bidder	
4	Total No. of MIS Web Portal/Websites/Applications designed and developed in Skill Training/Education Domain	Self-certified list of MIS Web Portal/Websites/Applications in skill Training/Education Domain to be submitted by the bidder	
5	Total No. of professional employees in the Organization	Self-certified professional employees list to be submitted by the bidder with (Name, Designation, No. of Work Experience)	
6	Total No. of Developers and Project Managers in the Organization	Self-certified list to be submitted by the bidder with (Name, Designation, No. of Work Experience)	
7	Total No. of Programming Languages (Development Tools) bidder has experience in working with till the date of tender	Self-certified list to be submitted by the bidder	

Sr No	Particulars	Documents required	Documentary Proof attached(Y/N) (Give Annexure No.)
8	Dashboard Screenshots of the past MIS Web Portals developed by the bidder	Color Screenshots and links to the test portal (along with test User Id-Password to be submitted by the bidder	
9	Project Methodology, Approach, Work Plan	As per the format enclosed as Annexure-5	

Signature of the Bidder with seal

ANNEXURE – 5: FORMAT FOR PROJECT PROPOSAL

PROJECT PROPOSAL

Total No. of Days for all the Module Development:

Language/ Development Tools to be Used:

Approach:

Module Development Workplan:

Professional Employee details for the Project:

Sr. No	Employee Name	Designation	Work Experience (Years)

X - - X - - X