

CORRIGENDUM

Date: 15-07-2016

RFP No. 01/PMT/PMF/MAP_IT/2016/572 “Request for Proposal for Selection of System Integrator for Implementation of Project Management Tool for the Government of Madhya Pradesh”

Following revision have been made in the refereed RFP. All the bidders are requested to make a note and submit the bid documents as per the corrigendum. A copy of the Tender Document along with the Corrigendum all pages duly-signed by the authorized signatory towards acceptance of the terms and conditions of the Tender Document needs to be submitted in Envelope:1 (ONE Original + ONE Copy + ONE CD in the envelope)

1. SCHEDULE OF RFP

| | | |
|---|----------------------------------------------------|-------------------------|
| 1 | Last Date for Submission of Bids | 2nd Aug 2016 up to 3 PM |
| 2 | Date of Opening Pre-qualification & Technical Bids | 2nd Aug 2016 at 3:30 PM |

3 A. PRE-QUALIFICATION/ ELIGIBILITY CRITERIA

| Sr. No. | Basic Requirement | Specific Requirements | Documents Required |
|---------|-------------------|-----------------------------------------------------------------------|--------------------|
| 7 | OEM Declaration | Duly filled OEM declaration signed by OEM and SI authorized signatory | As per Annexure-8* |

* This pre-qualification condition stands cancelled. Annexure-8 need not be submitted.

| | | | |
|---|------------------------|-----------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|
| 8 | Security Deposit / EMD | The bidder should furnish, as part of its proposal, an Earnest Money Deposit (EMD) of Rs. One Lakh only (Rs. 1,00,000/-) . | Attach original Bank Draft or irrevocable Guarantee (issued under Negotiable Instruments Act 1882 as amended from time to time) |
|---|------------------------|-----------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|

Note: The EMD has been revised to Rs. One Lakh only, changes w.r.t. EMD will be applicable in all the EMD clauses of the RFP.

Clarification: No Consortium is allowed in the RFP.

4.1 SCOPE OF WORK (SOW):

Note: 4.1.3 Other terms and conditions; A. Solution (points 3 & 4 stands cancelled)

Revised Conditions:

1. All the licenses mentioned below will be procured by MAP_IT. The number licenses may be increased or decreased by MAP-IT. The licenses will be made available by MAP_IT to SI.

| Product Name | Capabilities | User Profile | No. of users |
|-------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|--------------|
| 1. Microsoft Project Online | Reporting and Dashboards, Approvals and Centralized View | Top Executive | 10 |
| 2. Microsoft Project Online with Project Pro for Office 365 | Scheduling, Reports + dashboards, Workflows + Approvals, Demand Management, Resource Management, Portfolio Selection, etc.+ Offline desktop client | Project Manager | 30 |
| 3. Microsoft Project Lite | Task update, timesheet entry, project collaboration (documents, issues, etc.) | Team Member | 60 |

2. These licenses will be procured on **annual subscription** basis by MAP_IT in phased manner for all the 3 products.

Note: The System Integrator is not required to procure the licenses of above mentioned products.

Note: The Financial Bid has been revised please submit the below Annexure-3 along with Annexure A&B in the envelope-3

ANNEXURE-3: FINANCIAL BID COVER LETTER & FORMAT

{to be submitted by the bidder on his Letter head}

To,
Addl. CEO, MAP_IT,

Reference: NIT No. : _____ Dated: _____

Dear Sir,

We, the undersigned bidder, Having read & examined in detail, the Bidding Document, the receipt of which is hereby duly acknowledged, I/ we, the undersigned, offer to work as mentioned in the Scope of the work, Service Level Standards & in conformity with the said bidding document for the same.

I / We undertake that the prices are in conformity with the specifications prescribed. The quote/ price are inclusive of all cost likely to be incurred for executing this work. The prices are inclusive of all type of govt. taxes/duties as mentioned in the financial bid.

I / We undertake, if our bid is accepted, to deliver the services in accordance with the work order.

I/ We hereby declare that in case the contract is awarded to us, we shall submit the contract performance guarantee as prescribed in the bidding document.

I / We agree to abide by this bid for a period of _____ days after the last date fixed for bid submission and it shall remain binding upon us and may be accepted at any time before the expiry of that period.

Until a formal contract is prepared and executed, this bid, together with your written acceptance thereof and your notification of award shall constitute a binding Contract between us.

I/ We hereby declare that our bid is made in good faith, without collusion or fraud and the information contained in the bid is true and correct to the best of our knowledge and belief.

We understand that you are not bound to accept the lowest or any bid you may receive.

We agree to all the terms & conditions as mentioned in the bidding document and submit that we have not submitted any deviations in this regard.

Date:
Authorized Signatory
Name:
Designation:

Financial Bid Format

Annexure- A

| Sr. No. | Item No. and Description | Unit | Qty (A) | Base Unit Cost in INR excluding Service Tax and MP VAT (B) | Base Unit Cost in INR including Service Tax and MP VAT © | Total Cost in INR including Service Tax and MP VAT (A)x(C) |
|---------------------------------------|---------------------------------------------------------------|----------------|------------|------------------------------------------------------------|----------------------------------------------------------|------------------------------------------------------------|
| 1 | Software Customization, configuration and implementation | Lumpsum | | | | |
| 2 | Project Managers training on Project Management Tool (3 days) | 1 | 80 | | | |
| 3 | Team members training on Project Management Tool (2 days) | 1 | 120 | | | |
| 4 | Top executives Training on Project Management Tool (1 day) | 1 | 60 | | | |
| 5 | Annual Technical support per annum | 1 year | 1 | | | |
| Total Amount (In Figures): INR | | | | | | |
| Total Amount (In Words): INR | | | | | | |

Note: Taxes, as applicable, will be deducted/paid as per the prevalent rules and regulations.

Date:

Authorized Signatory

Name:

Designation:

Annexure- B: Rates for Change Request and On-boarding of additional department

| Sr. No. | Item No. and Description | Unit | Qty (A) | Base Unit Cost in INR excluding Service Tax and MP VAT (B) | Base Unit Cost in INR including Service Tax and MP VAT © | Total Cost in INR including Service Tax and MP VAT (A)x(C) |
|----------------|---------------------------------------------------------------------------------|--------------|----------------|-------------------------------------------------------------------|-----------------------------------------------------------------|-------------------------------------------------------------------|
| 1 | Blended Man- month rate for change request in software customization* | 1 month | 1 | | | |
| 2 | Rate for on-boarding additional 1 department other than 18 departments** | 1 department | 1 | | | |

Taxes, as applicable, will be deducted/paid as per the prevalent rules and regulations.

Note: Annexure B will not be a part of Financial Bid Evaluation.

***Scope of Change Request in software customization will be limited to 20% of the bid value**

****No. of additional department to be added will be capped to 12.**

Date:

Authorized Signatory

Name:

Designation:

Note: The Payment terms and schedule has been revised

7. SPECIAL TERMS AND CONDITIONS OF TENDER & CONTRACT

1) Payment Terms and Schedule

a) Payment schedule - Payments to the bidder, after successful completion of the target milestones (including specified project deliverables), would be made as under: -

A. Software Customization:

1. 10% on the SRS sign-off
2. 30% after customization of required fields
3. 40% after Go-live
4. 20% after 3 months of Go-Live

B. Training:

1. 80% after the completion of batch and within 15 days of submission of invoices
2. 20% after completion of all trainings or after 2 months of the completion of batch whichever is earlier.

C. Annual Technical Support: On quarterly basis in equal installments

- i. The SI request for payment shall be made to the purchaser in writing, accompanied documents mentioned below, describing, as appropriate, the services performed, and by the required documents submitted pursuant to general conditions of the contract and upon fulfilment of all the obligations stipulated in the Contract.
- ii. Documents required, whichever applicable along with documents for desired deliverables, to be submitted to MAP_IT for Payment (in Triplicate)
- iii. Due payments shall be made promptly by the purchaser, generally within thirty (30) days after submission of an invoice and request for payment by the selected bidder, and the purchaser has accepted it.
- iv. The currency or currencies in which payments shall be made to the selected bidder under this Contract shall be Indian Rupees (INR) only.
- v. All remittance charges will be borne by the selected bidder.
- vi. In case of disputed items, the disputed amount shall be withheld and will be paid only after settlement of the dispute.
- vii. Any penalties and/or liquidated damages, as applicable, for delay and non-performance, as mentioned in this bidding document, will be deducted from the payments for the respective deliverables.
- viii. Taxes, as applicable, will be deducted/paid as per the prevalent rules and regulations.

Note: The Service Level Standards/ Requirements/Agreements has been revised

2) Service Level Standards/ Requirements/ Agreement:

The following are the service levels and associated penalties

A. Software License, Customization, Configuration and Implementation:

| S. No. | Deliverable | Time frame in days | Penalty |
|--------|--------------------------------------------------------------------------------------------------------|--------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | Requirement Finalization and sign-off | 15 | All the timelines start from the date of signing of the contract with SI For 2 weeks (5 working days) of delay in Achieving any of the milestones, MAP_IT shall levy a penalty of Rs.50,000 from the SI. If the overall delay in any milestone is beyond one month, then CEO, MAP_IT may at his/her discretion, invoke the entire Performance Bank Guarantee amount and terminate the contract. |
| 2 | EPM set-up (for Project Online) | 2 | |
| 3 | Project Templates | 3 | |
| 4 | Views Configuration | 2 | |
| 5 | Reports Configuration Out of the box | 5 | |
| 6 | Process flow Configurations | 15 | |
| 7 | Project Publishing. Preparation of project plan from Excel to MPP based on the project types | 20 | |
| 8 | Changes to Project Centre, Cost, Resources (Material), Schedule, Risk, Introduction of Scope, Quality. | 30 | |
| 9 | Development of Excel /Power BI based reports | 40 | |
| 10 | UAT and sign-off | 8 | |