



भारत सरकार  
Government of India  
गृह मंत्रालय  
Ministry of Home Affairs

MyVisit  
A Gateway to the Government

Temporary Pass

SEWA BHAWAN

Pass No. पास संख्या  
**289/131/2018**  
Valid UpTo तक वैध  
**30/06/2018**



|                                       |  |
|---------------------------------------|--|
| Name<br>नाम                           | ATUL KUMAR YADAV   |
| Designation<br>पदनाम                  | Sr. Programmer   |
| Contact<br>संपर्क नंबर                | 9205431193   |
| Ministry / Deptt.<br>मंत्रालय / विभाग | software management directorate,<br>Central Water Commission (CWC)   |
| Associated with<br>सम्बंधित           | Akal Information System Ltd,<br>N-161A, Saira Tower, Gulmohar Enclave<br>Community Center, Yusuf Sarai, New Delhi-<br>110049 |



Signature of Holder  
धारक के हस्ताक्षर

Ajay Chaudhary,  
Supervisor (Reception)



A Digital India Initiative by Government of India.



भारत सरकार  
Government of India  
केन्द्रीय जल आयोग  
Central Water Commission  
सॉफ्टवेयर प्रबंधन निदेशालय  
Software Management Directorate

No: CWC/SMD/Misc Corr/2016/567

Dated: 06th July 2018

To,

The MHA Reception  
Sewa Bhawan,  
R K Puram  
New Delhi-110066

**Sub:** Extension of Temporary Passes of Outsourced Staff working in Software Management Directorate, CWC –reg.

**Ref:** (i) MoWR, RD & GR Sanction No L-13013/6/2017-PP/1497-1501 dated 22.8.2017  
(ii) NICSI Work Order No M1733838 dated 13.11.2017  
(iii) Ministry of Home Affairs OM no: I-28011/1/2018-SSO I dated 23.3.2018

Sir,

Kind reference is invited to the letter cited at (i) & (ii) vide which Six No of Staffs are deputed in this office for the eOffice Implementation purpose at CWC by Akal Information Systems Ltd. The present work order has lost its validity on 30.6.2018 and Temporary Passes also got expired accordingly. At present proposal for hiring these manpower w.e.f. 1.7.2018 is at the active stage in the Ministry and may get sanctioned in a month or so.

In view of OM cited at (iii), this office certifies that the renewal of contract is under process and the temporary passes of the outsourced persons could be renewed for a period of two months.

|   |                   |   |                      |
|---|-------------------|---|----------------------|
| 1 | Mrs. Ayushi Gupta | 4 | Mrs. Vibhuti Saxena  |
| 2 | Ms. Shweta Rawat  | 5 | Sh. Om Prakash Kumar |
| 3 | Ms. Poonam        | 6 | Sh. Atul Yadav       |

Kindly do the requisite.

Yours Faithfully,

Akhil Akhouri's signature, written twice in blue ink.

6.7.2018

(Akhil Akhouri)  
Deputy Director  
Tel No: 011-29583603  
Mob No: 8447522493

**Copy for information to:**

- Chief Supervisor, Reception Organization, Ministry of Home Affairs, North Block, New Delhi-110001.
- Deputy Director, WPCP CWC, Sewa Bhawan, R K Puram, New Delhi-110066

कमरा सं. 628 (दक्षिण), सेवा भवन, रामाकृष्ण पुरम, नई दिल्ली-110 066

Room No. 628 (South), Sewa Bhawan, R. K. Puram, New Delhi-110066

दूरभाष/ Phone – 011-29583615, e-mail: smdte@nic.in

**5554/2018/O/o DD-I(SM DTE)**

Subject: C171081MPND - Central Water Commission, PO/WO No. M1733838

Date: 11/14/17 10:19 AM

To: kdsingh@akalinfosys.com

From: NICSI-PURCHASING DIVISION &lt;pa-ponicsi@nic.in&gt;

Cc: sshanker@nic.in, smdte@nic.in, nicsi-account1@nic.in, pa-storenicsi@nic.in,  
pomocell-nicsi@nic.in, pa-ponicsi@nic.in

C171081M1733838.pdf (1.4MB)

Dear Sir/Madam,

In reference to NICSI Project No. **C171081MPND**, a purchase/work order has been placed as per following details:

|                              |                               |
|------------------------------|-------------------------------|
| <b>Order No</b>              | M1733838                      |
| <b>Order Date</b>            | 13-Nov-2017                   |
| <b>Project Manager</b>       | Mr. Shiv Shankar Sharma       |
| <b>Manager Email Id</b>      | sshanker@nic.in               |
| <b>Phone No.</b>             | 011-22900533                  |
| <b>Vendor</b>                | Akal Information Systems Ltd. |
| <b>Vendor Contact Person</b> |                               |
| <b>Contact Number</b>        |                               |
| <b>Email</b>                 | kdsingh@akalinfosys.com       |

The copy of the PO/WO is enclosed for your kind information and necessary action. For clarification, if any, you may please contact Project Manager in NICSI.

Regards,  
Authorized signatory  
NICSI PO Dept.

This is a system generated mail. Please do not reply back to this email Id.

5554/2018/O/o DD-I(SM DTE)



नेशनल इंफोर्मेटिक्स सेंटर सर्विसिज़ इंक.  
National Informatics Centre Services Inc.  
(राष्ट्रीय वित्त विभाग के अन्तर्गत भारत सरकार का एक उद्यम)  
(A Government of India Enterprise under NIC)  
इलेक्ट्रॉनिकी और सूचना प्रौद्योगिकी मंत्रालय  
Ministry of Electronics and Information Technology  
Work Order  
(GSTIN No. of NICSI: 07AAACN2185J1ZE)

|                 |                          |                                  |             |
|-----------------|--------------------------|----------------------------------|-------------|
| Work Order No:- | W1733838                 | Date                             | -/-/-/-     |
| Project No:-    | C171081MPND              |                                  | 13 NOV 2017 |
| Project Name:-  | Central Water Commission |                                  |             |
| Issued to:      | Name:                    | Akal Information Systems Ltd.    |             |
|                 | Address:                 | L-130/1, Gautam Nagar, New Delhi |             |
|                 | Contact Person:          | K D Singh                        |             |
|                 | Phone No.:               | 9015881167                       |             |
|                 | Email ID:                | kdsingh@akalinfosys.com          |             |

Subject: Work-Order for providing the Services of Manpower on hired basis under the project as mentioned above.

Sir,

In reference to your Empanelment No:10(24)/2015-NICSI-Akal-Rev Valid Till: 30/06/2018 with NICSI, Issued with the approval of the Competent Authority, I have been directed to place an order for Providing the services of manpower on hired basis as per the details and Terms & Conditions given below:-

| S.N<br>o                                 | HSN/SAC<br>Code | Description                                      | No of<br>Persons<br>Required | Required Period<br>(No. of Months/<br>days) | Unit Rate per Month<br>(excluding Taxes) | Date of<br>Deployment<br>(From/To) | Total Amount<br>(AxBxC) |
|--|-----------------|--|------------------------------|---|--|------------------------------------|-------------------------|
|  |                 |  | (A)                          | (B)   | (C)                                      | (D)                                | (E)                     |
| 1  | 998314          | Database Admin (5+ Years Experience) (Tier III)  | 1                            | Nine Month(s) and Twenty-Five Day(s)        | 47,520.00                                | 06/09/2017 To 30/06/2018           | 4,67,280.00             |
| 2  | 998314          | Training and Change Management Expert (Tier III) | 5                            | Nine Month(s) and Twenty-Five Day(s)        | 32,400.00                                | 06/09/2017 To 30/06/2018           | 15,93,000.00            |
| Grand Total (excluding Taxes) (in Rs.):- |                 |  |                              |   |  |                                    |                         |
| 20,60,280                                |                 |  |                              |   |  |                                    |                         |

(A) Deployment of manpower:

1. The services of Technical Manpower are to be provided at the office of Central Water Commission Software Management Directorate, 6th Floor, Sewa Bhawan, R.K.Puram Delhi-110066, Delhi

. The contact person is Mr/Ms.Akhil Akhoury, Dy. Director (Contact-nos: 011-24305674,9971022911 and email-id: smdte@nic.in ).

2. The details of multi-location deployment of Technical Manpower, if any are attached in Annexure-I
3. The details of the Technical Manpower deployed at client/ user-department shall be sent to NICSI-New Delhi within one week of such deployment.
4. The vendor has to deploy the Technical Manpower with proper verification and as per the eligibility criteria defined in the empanelment and also as per the skill-set required by the concerned client/user-department.
5. Joining-Report/Leaving-Report of the deployed/hired Technical Manpower will be issued by the concerned client/user-department to the vendor for disbursing their salary based on that.
6. The vendor has to immediately provide the replacement of the deployed Technical Manpower if the client/user-department is not satisfied with their performance or whenever the Technical Manpower leaves in between before the expiry of the term.

(B) Invoicing and Payment:

1. A pre-receipted bill (in triplicate having details of concerned WO-Number, Date and Project-Number of NICSI) has to be submitted on monthly basis in the name of National Informatics Centre Services Incorporated (NICSI)-New Delhi to our office at Hall No:1 , 6th Floor, NBCC Tower, 15-Bhikaji Cama Place, New Delhi-110066 along with individuals Monthly-Performance-Report(s) by client/user-department and other necessary documents as per the terms and conditions of the said Tender/empanelment.

2. Payment will be made within 30 days on receipt of bills with complete document, subject to availability /receipt of fund from User Department.
3. In case any Tax liability comes on NIC/NICSI because of the late submission of bills by the vendor, the same will be recovered from the respective vendor.
4. All the Payments to the vendors will be subject to deductions of any amount for which the empanelled vendor is liable under the empanelment and subject to deduction of TDS (Tax deduction at Source) as per the Income-Tax Act, 1961 and any other taxes if any as per the Government of India rules.
5. All payments will be made to vendor through GS only and subject to 100% realization of advance from concerned user-department.
6. The Empaneled agency shall not refuse to accept NICSI/NIC work order under any pretext. The work order can be collected from NICSI/NIC office or if convenient to the agency, it can be mailed to them. The selected agency shall start the work within 7 days of the date of the work order. For bigger projects, timelines will be mutually agreed between user department and the selected agency.

7. If at any time during performance of the work order, the agency encounter conditions impeding timely performance of the ordered services, the agency shall promptly notify NICSI in writing of the fact of the delay, its likely duration and its cause(s).

(C) Penalty Clause:

1. Any unjustified and unacceptable delay in deploying the Technical Manpower beyond the period specified the vendor will liable to pay Penalty Charges as cancellation charges@10% of the Total Work-order Value will also be applicable as per the Terms & Conditions of the said Tender/Empanelment.
2. In the event of default in submission of PBG within the stipulated time, the agency shall be liable for a penalty amounting to 0.1% (Zero Point One Percent) of the PO value per day delay
3. Any default or breach in discharging obligations under this tender by the agency while rendering services, shall invite all or any actions / sanctions, as the case may be, including forfeiture of security deposit stipulated in this tender document. The decision of NICSI/NIC arrived at as above will be final.
4. The Empaneled agency shall not refuse to accept NICSI/NIC work order under any pretext. The work order can be collected from NICSI/NIC office or if convenient to the agency, it can be mailed to them. The selected agency shall start the work within 7 days of the date of the work order. For bigger projects,

Page 1 of 2

S  
13/11/17

5554/2018/O/o DD-I(SM DTE)

M1733838

10 NOV 2017  
10 NOV 2017  
10 NOV 2017

timelines will be mutually agreed between user department and the selected agency.

(D) General Conditions:  
1. The above-mentioned prices are exclusive of Taxes and as per your empanelment with NICSI. The Taxes would be payable as per the rates in-force from time to time.

2. Acknowledge of this Work-Order and confirmation of its acceptance may be sent immediately to NICSI-New Delhi.

3. The vendor should ensure that the deployed Technical Manpower do not tampers the Data or cause any Loss/damage to the client/user-department. In case of any such incident or happening the consequences or the loss has to be borne by the vendor.

4. In addition to above, all the other clauses which are not mentioned in this Work-order but are a part of the concerned Tender No. NICSI/WEBSITE

DEVELOPMENT/2015/42 and the Empanelment No. 10(24)/2015-NICSI-Akal-Rev Valid Till: 30/06/2018 shall be ipso-facto applicable.

5. All terms and conditions governing rates and supply given in this tender, as applicable to NICSI, will be made equally applicable to NIC

6. In case any query or clarification is there relating to this Purchase-order, the concerned Project Manager (Mr. Shiv Shankar Sharma, Deputy General Manager) at

NICSI-New Delhi shall be contacted. The contact number is 011-26767300 and email-id is sshanker@nic.in

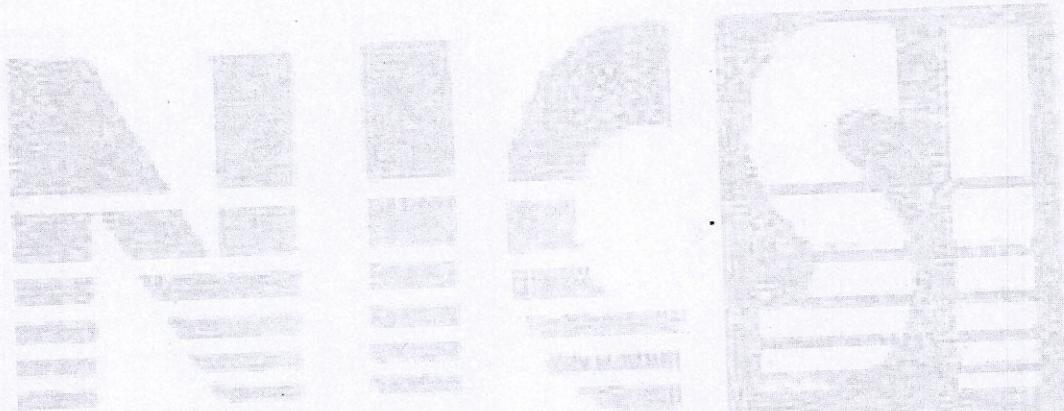
For National Informatics Centre Services Inc



( Mr. Shiv Shankar Sharma)  
Deputy General Manager &  
Project Manager

Copy To:

1. HOF(TSS) or GM/DGM, Manpower, NICSI-New Delhi
2. Accounts Section, NICSI-New Delhi (Email: nicsi-account1@nic.in)
3. Project Manager (Mr. Shiv Shankar Sharma, Deputy General Manager), NICSI-New Delhi (Email: sshanker@nic.in )
4. Concerned NICSI State Coordinator.
5. PO Section NICSI-New Delhi (Email:pa-ponicsi@nic.in)
6. Guard File.



No. L-13013/6/2017-PP-14974 1501

भारत सरकार

Government of India

जल संसाधन, नदी विकास एवं गंगा संरक्षण मंत्रालय

Ministry of Water Resources, River Development & Ganga  
Rejuvenation

Shram Shakti Bhawan, Rafi Marg,  
New Delhi-01, date 22 August, 2017.

### Sanction Order

**Sub: Set up of e-Office Help Desk for the implementation of e-Office Lite Software in Central Water Commission-reg.**

Sanction of the competent authority is hereby conveyed for incurring expenditure amounting to Rs. 28, 78,927/- (Rupees twenty lakhs seventy eight thousand nine hundred and twenty seven only) with 100% advance payment to NIC/NICSI for manpower services for assisting CWC officials in implementation of e-Office for a period of 1 year (2017-18) subject to the following conditions:

- a) CWC has satisfied itself as to reasonability of costs and estimates submitted vis-a-vis objectives of the initiatives. Further the estimate cost is to be restricted to actual expenditure.
- b) The expenditure against advance would be governed as per GFRs, 2017, MoF Directions and monitored on regular basis vis-vis timeline for deliverables.
- c) Availability of funds factoring in committed liabilities, expenditure so far and budgetary ceilings.

2. The aforesaid expenditure will be booked under the Budget Head 2701-Major & Medium Irrigation; 01.800-Other Expenditure; 11-DWRIS; 11.00.28-Professional Services for the financial year 2017-18.

Issue No : I/6704/2017

3. This issues with the concurrence of IFD vide their Diary no. 115/2017-IFD dated 21.08.2017.

Signature Not Verified  
Digitally signed by SUBRATA  
K.BASU  
Date: 2017.08.22 17:47:43 IST

(Subrata K Basu)

Under Secretary to the Government

of India

*SK* T.No.2371 4350

Copy forwarded for information and necessary action to:

1. Chairman, Central Water Commission, Sewa Bhawan, New Delhi-110606;
2. Member (D&R), CWC, Sewa Bhawan, New Delhi-110606;
3. Pay and Account Officer, MoWR, E Block, Shastri Bhawan, New Delhi-110001;
4. Pay and Account Officer (CWC), Sewa Bhawan, New Delhi-110606
5. Finance Desk, MoWR, S.S Bhawan, New Delhi-110001;
6. Director (SMD), CWC, Sewa Bhawan, New Delhi-110066

Copy for information to:  
PPS to Secretary, MoWR, S.S.Bhawan, New Delhi-110001.

*ISSUE*  
*MoWR*  
*23/8*

**PROFORMA INVOICE**

**(Validity :- For a Period of 3 Months from the date of Proforma Invoice)**

| Invoice No.:   | PMMPDL170913   |                | Ref. No.:                              | 81849(MP)  |                      |  |
|--|--|----------------|--|--|----------------------|--|
| Date:  | 30/05/2017   |                | Ref. Date:                             | 26/05/2017   |                      |  |
| To:  | Name: Central Water Commission<br>Address: Sewa Bhawan, R.K. Puram, Delhi<br><br>Contact No.:<br>Email: smdte-cwc@nic.in |                |  |  |                      |  |
| S.No.  | Manpower Description   | No. of Persons | Required Period (In months/days/hours) | Rate per Month (exclusive of Ser. Tax) (Rs.)                                     | Total Amount (AxBxC) | Empanelled Vendor(s)   |
|  |  | (A)            | (B)                                    | (C)  | (D)                  |  |
| 1  | Training and Change Management Expert (Tier III)   | 5              | Twelve Month(s)                        | 32,260.50  | 19,35,630.00         | ADG Online Solutions Pvt. Ltd., Akal Information Systems Ltd., Akiko Sherman Infotech, Computer Ware ( India ) P Ltd., Cyfuture India Pvt. Ltd., Indus Net Technologies, NetProphets Cyberworks Pvt. Ltd., PS QuickIT Pvt. Ltd., Silicon Techlab Private Limited |
| 2  | Database Admin (5+ Years Experience) (Tier III)  | 1              | Twelve Month(s)                        | 47,315.40  | 5,67,784.80          | ADG Online Solutions Pvt. Ltd., Akal Information Systems Ltd., Akiko Sherman Infotech, Computer Ware ( India ) P Ltd., Cyfuture India Pvt. Ltd., Indus Net Technologies, NetProphets Cyberworks Pvt. Ltd., PS QuickIT Pvt. Ltd., Silicon Techlab Private Limited |
|  |  |                |  | Total(Rs.)   | 25,03,414.80         |  |
| (i) Payment can be made through RTGS/NEFT in NICSI's account in ICICI BANK<br>IFSC Code: ICIC0000104<br>A/C No.: NICSIPMPDL170913<br>Branch: ICICI BANK CMS                              |  |                |  | (1) Total Amount (D)   |                      | 25,03,415.00   |
| OR through A/C Payee Demand Draft/ Cheque in favour of NICSI/PMPDL170913 Payable at ICICI BANK, New Delhi  |  |                |  | (2) Service Tax Payable @14.00% on (1)   |                      | 3,50,478.07  |
| OR   |  |                |  | (3) Swachh Bharat Cess @ 0.5%  |                      | 12,517.07  |
|  |  |                |  | (4) Krishi Kalyan Cess @ 0.5%  |                      | 12,517.07  |
| (ii) Payment can be made through RTGS/NEFT in NICSI's account in Corporation Bank<br>IFSC Code: CORP0000633<br>A/C No.: NICSIPMPDL170913<br>Branch: Corporation Bank, CMS HUB, Bangalore |  |                |  | Gross Amount Payable (1+2+3+4)   |                      | 28,78,927.00   |
| OR through A/C Payee Demand Draft/ Cheque in favour of   |  |                |  | Rupees : Twenty Eight Lakh Seventy Eight Thousand Nine Hundred Twenty Seven only |                      |  |

|   |  |
|---|--|
| NICSI/PMPDL/170913 Payable at any branch of Corporation Bank in India   |  |
| Service Tax Registration No.: AAACN2185JST001   |  |
| TIN No.: 07750192265  |  |
| PAN No.: AAACN2185J   |  |
| <b>Note:</b> In Case of any query or clarification in the Proforma-Invoice (PI), the concerned Project Manager Mr. Shiv Shankar Sharma at NICSI-New Delhi shall be contacted. The Contact No. 011-22900533,22900548 and email-id is sshanker@nic.in |  |

| S.No. | Terms & Conditions  |
|-------|---|
| 1     | The above Prices are inclusive of NICSI's Operating Margin @7 %<br>(NICSI's Operating Margin slabs are @7% for PI value up to 50 Cr.,@5% for PI Value above 50 Cr.)   |
| 2     | Any modification in the Item description is to be intimated to NICSI and the respective rates may vary depending upon the change/modification request.  |
| 3     | Procedure for the Selection of Vendor/Agency from the List of NICSI Empanelled vendors/agencies for award/assignment of work<br>Case-I : (Name of vendor/agency selected directly) In case the client/User-Department clearly and specifically recommends in writing the name of a particular vendor/agency from the list of NICSI Empanelled vendors/agencies, then NICSI may assign the work to that vendor/agency.<br>Case-II : (Name of vendor/agency selected through committee)<br>I. In case the Client/User-Department does not indicate any particular vendor/agency from the list of NICSI empanelled vendors/agencies, the work would be awarded as per the recommendations of a Committee to be set up by the client/user-department. The Committee would be headed by a Chairperson nominated from the client/user-department concerned and would include a representative of NICSI as well.<br>II. All the empanelled vendors/Agencies would be invited by the Committee to make their presentations regarding the proposed work/project under consideration. The presentations shall be evaluated objectively and on the recommendation of the Committee, the most suitable vendor/agency shall be assigned the work by NICSI.<br>III. There should be full participation and involvement of the client/User-Department in the process of selection of vendor/agency for award/assignment of work. |
| 4     | Appointment letters/experience-certificates will be provided by NICSI empanelled agency/vendor to the deployed support professionals/manpower.  |
| 5     | Deployment of manpower will be made within 7 days from the date of placement of work-order by NICSI.  |
| 6     | In case of revision in the rates of any tax, the applicable rate will be the rate in force as governed by Tax-Laws. However the difference if any may be settled at the time of raising the final bill to user-department/client.   |
| 7     | In case TDS is being deducted, the TDS certificate should be provided along with the covering letter to NICSI indicating the amount of TDS deducted, otherwise the work-order would be issued for the lesser period, i.e equivalent to funds received.  |
| 8     | In case there is revision of rates during the period of empanelment/contract, revised rates will be applicable. In case there is revision of rates due to expiry of the empanelment, the rates at the time of placing the work-order will be applicable.  |
| 9     | It will not be possible for NICSI to process the cases of manpower-hiring/extension, which are more than one month old from date of receipt of advance in NICSI.  |
| 10    | Monthly Performance Report of the deployed/hired manpower will be issued by the user-department/client to the empanelled agency/vendor for disbursing their salary based on that.<br>1. The emolument paid by agency to manpower will be as per the discretion of the agency.<br>2. Deployed manpower will be eligible for 1 day casual leave per month.<br>3. The manpower provided by the empanelled agency shall work as per user department's time schedule.  |
| 11    | There is no employment obligation either on NICSI or its user-departments/clients by the hired/deployed manpower. NICSI does not take any responsibility for job completion by hired/deployed manpower.   |
| 12    | NICSI will send the copy of work-order on behalf of the user/client to the short-listed agency/vendor and for faster deployment of manpower; the vendor's representative may get in touch with the user-department/client.  |
| 13    | Placement of work-order shall be after receiving 100% Advance Payment from user-department/client through RTGS/NEFT or Demand-Draft/Cheque, as per the details mentioned above. (Charges towards the Demand Draft is to be borne by the user/client).   |
| 14    | The rates of deployed/hired manpower, which are based on Minimum Wages Act, will be revised according to change in the Minimum Wages Act from time to time.   |
| 15    | The type of manpower mentioned in the PI may not match exactly as per your request/requirement. Therefore the PI may be examined thoroughly by the User-department/Client before placing the order to NICSI.  |
| 16    | While placing the order to NICSI, the complete details of the user-department/client (including the location where the manpower is to be deployed) viz, name, address, contact numbers and e-mail address are to be mentioned. In addition to above, please also mention the Amount-Paid along with the DD/Cheque/UTR-number, Date, PI number & other Project information in the attached "Project-Execution Form" and send it to NICSI, New Delhi through concerned NICSI/NIC-Project Coordinator or through email in projects-nicsi@nic.in.   |
| 17    | User-department/client should send the "Monthly Performance Report" of each individual (deployed/hired manpower) to NICSI empanelled agency/vendor on the last working day of the month through e-mail/post to enable them to release their salary within 10 days of the receipt of this report. In case report is not provided by 5th of succeeding month, the vendor will process   |

|        |   |
|--------|---|
|        | the salary of the hired/deployed manpower in the subsequent next month.   |
| 18     | User-departments/clients shall not hire any person without any Appointment Letter issued by NICSI empanelled agency/vendor against the work-order of NICSI. User-departments/clients will inform the date-of-joining in each case to NICSI and to the empanelled agency/vendor. In case a deployed/hired manpower leaves in between or does not turn up without any information, NICSI and NICSI empanelled agency/vendor shall be informed for providing the substitute. |
| 19     | NICSI issues P.I duration based on complete man month, however in the case of partial calendar month of deployment, Work Order will be issued for the calendar period regulated within the actual amount received against P.I Issued.   |
| 20     | Taxes for which input credit is available are shown separately. Taxes such as SBC for which input credit is not available are included in the basic unit price.   |
| E & OE |   |
|        | <b>For prompt service, you may like to attach the copy of this Proforma-Invoice (PI) along with your Letter/ Purchase-order.</b>  |
|        | For National Informatics Centre Services Inc.<br><br><br>(Authorized Signatory)  |
|        | Date: 30/05/2017  |
|        | "For any query, please contact NICSI Helpdesk: 011-22900548, 22900533 nicsi-pi@nic.in"  |

No. 10(24)/2015-NICSI

Date: 13.07.2016

To,

M/s Akal Information Systems Ltd.  
N-161A, Saira Tower,  
Gulmohar Enclave Community Centre,  
Yusuf Sarai, New Delhi-110049

CATEGORY: Tier-3

Subject: - Empanelment of selected Agency consequent upon finalization of open tender no. NICSI/WEBSITE DEVELOPMENT/2015/42 for Empanelment of Agencies for System Study, Design, Development, Implementation and Maintenance of Websites, Web Portals, Web Enabled Applications and Mobile Apps

Dear Sirs,

I am directed to refer to your financial proposal in response to our open tender no. NICSI/WEBSITE DEVELOPMENT/2015/42 and to inform you that it has been decided to empanel your firm (hereunder referred as agency) for the System Study, Design, Development, Implementation and Maintenance of Websites, Web Portals, Web Enabled Applications and Mobile Apps on the following terms and condition and price mentioned in the annexure.

1. Empanelment

- 1.1. The empanelment will be valid up to **30.06.2018** and it may be extended for a further period of 12 (Twelve months) depending upon the need of NIC / NICSI's project requirements with mutual consent.
- 1.2. The rates finalized shall remain valid during empanelment/extended empanelment.
- 1.3. Selection procedure for issuance of Work Order / Purchase Order will be sole discretion of NICSI/User Department. The agency will provide services as per NICSI/User Departments' requirements.
- 1.4. Objection, if any, to the Work Order must be reported to concerned project coordinator by the agency within five (5) working days counted from the Date of issuance of Work Order, otherwise it is assumed that the agency has accepted the Work Order in total. This is applicable in case of electronic publishing/delivery of Work Order also.
- 1.5. Under this empanelment, the agency is expected to proactively engage with NIC and government departments to obtain and execute projects through NICSI. NICSI will review the progress every 6 months and may decide to drop the empanelment of the agency who is observed to be dormant on this subject.
- 1.6. For every Purchase Order / Work Order issued by NICSI to the selected Empaneled agency, the selected Empaneled agency shall sign a mutually agreed **Non-Disclosure Agreement (NDA)** with the User Department.
- 1.7. In the event, an Empaneled agency / company or the concerned division of the Company is taken over/bought over by another company, all the obligations and execution responsibilities under the agreement with NICSI, should be passed on for compliance by the new company in the negotiations for their transfer.

