

### Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	11-09-2024 17:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	11-09-2024 17:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	90 (Days)
Ministry/State Name/मंत्रालय/राज्य का नाम	Ministry Of Personnel Public Grievances And Pensions
Department Name/विभाग का नाम	Department Of Personnel And Training
Organisation Name/संगठन का नाम	Central Information Commission (cic)
Office Name/कार्यालय का नाम	Baba Gangnath Marg, Munirka,new Delhi-67
Item Category/मद केटेगरी	Hiring of Professionals for Application Development and Maintenance - Database related roles; Database Administrator; 6 years and Less than 9 years , Hiring of Professionals for Application Development and Maintenance - Development and related roles; Application/Software Developer; 6 years and Less than 9 years , Hiring of Professionals for Application Development and Maintenance - Development and related roles; Application/Software Developer; 3 years and Less than 6 years , Hiring of Professionals for Application Development and Maintenance - Development and related roles; Support engineer (Support envisaged or specifics to be detailed in SoW); 3 years and Less than 6 years
Contract Period/अनुबंध अवधि	1 Year(s)
Minimum Average Annual Turnover of the bidder (For 3 Years)/बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का)	265 Lakh (s)
Years of Past Experience Required for same/similar service/उन्हीं/समान सेवाओं के लिए अपेक्षित विगत अनुभव के वर्ष	3 Year (s)
Past Experience of Similar Services required/इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है	Yes
MSE Exemption for Years Of Experience/अनुभव के वर्षों से एमएसई छूट/ and Turnover/टर्नओवर के लिए एमएसई को छूट प्राप्त है	Yes

Bid Details/बिड विवरण	
<b>Startup Exemption for Years Of Experience/अनुभव के वर्षों से स्टार्टअप छूट/ and Turnover/ टर्नओवर के लिए स्टार्टअप को छूट प्राप्त है</b>	Yes
<b>Document required from seller/विक्रेता से मांगे गए दस्तावेज़</b>	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
<b>Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया</b>	No
<b>Type of Bid/बिड का प्रकार</b>	Two Packet Bid
<b>Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय</b>	2 Days
<b>Estimated Bid Value/अनुमानित बिड मूल्य</b>	6617322
<b>Evaluation Method/मूल्यांकन पद्धति</b>	Total value wise evaluation
<b>Financial Document Indicating Price Breakup Required/मूल्य दर्शाने वाला वित्तीय दस्तावेज़ ब्रेकअप आवश्यक है</b>	Yes

#### EMD Detail/ईएमडी विवरण

Required/आवश्यकता	No
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#### ePBG Detail/ईपीबीजी विवरण

Advisory Bank/एडवाइजरी बैंक	PUNJAB NATIONAL BANK
ePBG Percentage(%) /ईपीबीजी प्रतिशत (%)	3.00
Duration of ePBG required (Months)/ईपीबीजी की अपेक्षित अवधि (महीने).	14

(a). EMD & Performance security should be in favour of Beneficiary, wherever it is applicable./ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए।

#### Beneficiary/लाभार्थी :

Pay & Account officer  
EAST block- 4, Level- 1 (LHS), Sector 1, R K Puram New Delhi 110022 (Pao Cat)  
(Pao Cat)

#### MII Compliance/एमआईआई अनुपालन

1. If the bidder is a Micro or Small Enterprise as per latest definitions under MSME rules, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
2. If the bidder is a Startup, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to their meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
3. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.
4. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid document (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.
5. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.
6. Past Experience of Similar Services: The bidder must have successfully executed/completed similar Services over the last three years i.e. the current financial year and the last three financial years(ending month of March prior to the bid opening): -
  1. Three similar completed services costing not less than the amount equal to 40% (forty percent) of the estimated cost; or
  2. Two similar completed services costing not less than the amount equal to 50% (fifty percent) of the estimated cost; or
  3. One similar completed service costing not less than the amount equal to 80% (eighty percent) of the estimated cost.

**Additional Qualification/Data Required/अतिरिक्त योग्यता /आवश्यक डेटा**
**Payment Terms:**Monthly

**Scope of Work:**[1723784414.pdf](#)
**This Bid is based on Quality & Cost Based Selection (QCBS) . The technical qualification parameters are :-**

Parameter Name	Max Marks	Cutoff Marks	Qualification Methodology Document
Annual turnover during each of the last 3 FY (2021-22, 2022-23, 2023-24):	15	5	<a href="#">View File</a>

Experience of Similar nature of work having value more than Rs. 50 lakhs each in last 3 years in Government department/PSUs (2020-21, 2021-22, 2022-23):	20	5	<a href="#">View File</a>
The bidder shall have the following ISO 9001:2015/ ISO 27001:2013 / CMMI level 3 or above:	20	15	<a href="#">View File</a>
Total No of IT Professionals on bidder's roll:	20	10	<a href="#">View File</a>
Technical Presentation on the understanding of the scope of requirement, methodology for design & development	25	15	<a href="#">View File</a>

**Total Minimum Qualifying Marks for Technical Score: 50**

**QCBS Weightage(Technical:Financial):70:30**

**Interview Venue:**Central Information Commission  
CIC Bhawan, Baba Gangnath Marg  
Munirka, New Delhi- 110067

**Presentation Venue:**Central Information Commission  
CIC Bhawan, Baba Gangnath Marg  
Munirka, New Delhi- 110067

**Hiring Of Professionals For Application Development And Maintenance - Database Related Roles; Database Administrator; 6 Years And Less Than 9 Years ( 2 )**

**Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
<b>Core</b>	
Type of roles	Database related roles
Role	Database Administrator
Relevant experience in years	6 years and Less than 9 years
Deployment of resource	Onsite
Qualification of resource	BE or BTech or MCA or MSc IT or MSc Computer Science in Computers or Electronics or IT with minimum 60 percentage
Certification requirement for deployed resource	Not Required
Experience in Languages	Not Applicable
Experience in Platform/Database	Not Applicable
Experience in Tools and Frameworks	Project management and Software quality assurance and Technical support and Database management and Eoffice systems
Relevant Functional / Domain Expertise	Not Required
Whether buyer will conduct interview of proposed resources before deployment	Yes

Specification	Values
<b>Addon(s)/एडऑन</b>	

#### Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

#### Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources as per role selected	Additional Requirement/अतिरिक्त आवश्यकता
1	Deepak Kumar Mahto	110067, Assistant Section Officer Room No. 516, 5th Floor, Central Information Commission, Baba Gangnath Marg, Munirka, New Delhi	2	<ul style="list-style-type: none"> <li>Number of months for which resource(s) needs to be deployed during contract period : 12</li> </ul>

#### Hiring Of Professionals For Application Development And Maintenance - Development And Related Roles; Application/Software Developer; 6 Years And Less Than 9 Years ( 1 )

#### Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
<b>Core</b>	
Type of roles	Development and related roles
Role	Application/Software Developer
Relevant experience in years	6 years and Less than 9 years
Deployment of resource	Onsite
Qualification of resource	BE or BTech or MCA or MSc IT or MSc Computer Science in Computers or Electronics or IT with minimum 60 percentage
Certification requirement for deployed resource	Not Required
Experience in Languages	PHP , HTML5/CSS , jQuery , JQuery/JavaScrip , MySQL , Drupal version 9 or higher and Cake PHP framework version 3 or higher
Experience in Platform/Database	Not Applicable
Experience in Tools and Frameworks	Not Applicable
Relevant Functional / Domain Expertise	API Integration Expert
Whether buyer will conduct interview of proposed resources before deployment	Yes

Specification	Values
<b>Addon(s)/एडऑन</b>	

#### Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

#### Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources as per role selected	Additional Requirement/अतिरिक्त आवश्यकता
1	Deepak Kumar Mahto	110067, Assistant Section Officer Room No. 516, 5th Floor, Central Information Commission, Baba Gangnath Marg, Munirka, New Delhi	1	<ul style="list-style-type: none"> <li>Number of months for which resource(s) needs to be deployed during contract period : 12</li> </ul>

#### Hiring Of Professionals For Application Development And Maintenance - Development And Related Roles; Application/Software Developer; 3 Years And Less Than 6 Years ( 1 )

#### Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
<b>Core</b>	
Type of roles	Development and related roles
Role	Application/Software Developer
Relevant experience in years	3 years and Less than 6 years
Deployment of resource	Onsite
Qualification of resource	BE or BTech or MCA or MSc IT or MSc Computer Science in Computers or Electronics or IT with minimum 60 percentage
Certification requirement for deployed resource	Not Required
Experience in Languages	PHP , HTML5/CSS , jQuery , JQuery/JavaScrip , MySQL , Drupal version 9 or higher and Cake PHP framework version 3 or higher
Experience in Platform/Database	Not Applicable
Experience in Tools and Frameworks	Not Applicable
Relevant Functional / Domain Expertise	API Integration Expert
Whether buyer will conduct interview of proposed resources before deployment	Yes

Specification	Values
<b>Addon(s)/एडऑन</b>	

#### Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

#### Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources as per role selected	Additional Requirement/अतिरिक्त आवश्यकता
1	Deepak Kumar Mahto	110067, Assistant Section Officer Room No. 516, 5th Floor, Central Information Commission, Baba Gangnath Marg, Munirka, New Delhi	1	<ul style="list-style-type: none"> <li>Number of months for which resource(s) needs to be deployed during contract period : 12</li> </ul>

#### Hiring Of Professionals For Application Development And Maintenance - Development And Related Roles; Support Engineer (Support Envisaged Or Specifics To Be Detailed In SoW); 3 Years And Less Than 6 Years ( 5 )

#### Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
<b>Core</b>	
Type of roles	Development and related roles
Role	Support engineer (Support envisaged or specifics to be detailed in SoW)
Relevant experience in years	3 years and Less than 6 years
Deployment of resource	Onsite
Qualification of resource	BE or BTech or MCA or MSc IT or MSc Computer Science or Electronics or IT with minimum 4 year experience
Certification requirement for deployed resource	Not Required
Experience in Languages	Not Applicable
Experience in Platform/Database	Not Applicable
Experience in Tools and Frameworks	Not Applicable
Relevant Functional / Domain Expertise	As specified in Scope of Work in ATC
Whether buyer will conduct interview of proposed resources before deployment	Yes

Specification	Values
Addon(s)/एडऑन	

#### Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

#### Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Number of Resources as per role selected	Additional Requirement/अतिरिक्त आवश्यकता
1	Deepak Kumar Mahto	110067, Assistant Section Officer Room No. 516, 5th Floor, Central Information Commission, Baba Gangnath Marg, Munirka, New Delhi	5	<ul style="list-style-type: none"> <li>Number of months for which resource(s) needs to be deployed during contract period : 12</li> </ul>

#### Buyer Added Bid Specific Terms and Conditions/क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें

##### 1. Generic

OPTION CLAUSE: The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract. However, once the contract is issued, contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration

##### 2. Generic

**Bidder financial standing:** The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder to upload undertaking to this effect with bid.

##### 3. Forms of EMD and PBG

Successful Bidder can submit the Performance Security in the form of Account Payee Demand Draft also (besides PBG which is allowed as per GeM GTC). DD should be made in favour of

PAO CAT  
payable at  
New Delhi

. After award of contract, Successful Bidder can upload scanned copy of the DD in place of PBG and has to ensure delivery of hard copy to the original DD to the Buyer within 15 days of award of contract.

##### 4. Service & Support

Escalation Matrix For Service Support : Bidder/OEM must provide Escalation Matrix of Telephone Numbers for Service Support.

##### 5. Service & Support



Dedicated /toll Free Telephone No. for Service Support : BIDDER/OEM must have Dedicated/toll Free Telephone No. for Service Support.

## 6. **Payment**

**PAYMENT OF SALARIES AND WAGES:** Service Provider is required to pay Salaries / wages of contracted staff deployed at buyer location first i.e. on their own and then claim payment from Buyer alongwith all statutory documents like, PF, ESIC etc. as well as the bank statement of payment done to staff.

## 7. **Service & Support**

**AVAILABILITY OF OFFICE OF SERVICE PROVIDER:** An office of the Service Provider must be located in the state of Consignee. **DOCUMENTARY EVIDENCE TO BE SUBMITTED.**

## 8. **Certificates**

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

## 9. **Generic**

1. The Seller shall not assign the Contract in whole or part without obtaining the prior written consent of buyer.
2. The Seller shall not sub-contract the Contract in whole or part to any entity without obtaining the prior written consent of buyer.
3. The Seller shall, notwithstanding the consent and assignment/sub-contract, remain jointly and severally liable and responsible to buyer together with the assignee/ sub-contractor, for and in respect of the due performance of the Contract and the Sellers obligations there under.

## 10. **Buyer Added Bid Specific ATC**

Buyer Added text based ATC clauses

1. Duration of the service contract may be extended for further 1 year subject to satisfactory performance on same terms and conditions.
2. Scope of work is uploaded in Buyer uploaded ATC document.
3. Interview of manpower will be taken before deployment.
4. Please Note that:
  - a. Vendors quoting less than the mentioned amount per month's excluding taxes & vendor margin with respect to every designation mentioned in detailed scope of work shall be disqualified.
  - b. The declaration in this regard to be provided by Bidders at the time of Technnical Bidding.
5. Penalty/Liquidated damages up to 10% of the contract value shall be applicable.
6. Bid Security Declaration (BSD) should be uploaded by each bidder in place of EMD( format attached in Buyer uploaded ATC document)
7. Confidentiality Clause / Non- Disclosure Agreement (NDA) should be submitted by each bidder. (format attached in Buyer uploaded ATC document)

## 11. **Buyer Added Bid Specific ATC**

## Disclaimer/अस्वीकरण

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

This Bid is governed by the [General Terms and Conditions/सामान्य नियम और शर्तें](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in General Terms and Conditions/सामान्य नियम और शर्तें is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws./जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्यवाई का आधार होगा।

---Thank You/धन्यवाद---