

TENDER DOCUMENT

Design, Development and Implementation of Mobile Application/Software for

- 1-Field level Attendance monitoring system**
- 2-Field level inspection monitoring system**

(Tender Document No.: egov/MobileApp/2017/16326)

Collector
District Rajgarh
Collectorate new composite building
e-gov division , room no 119
District rajgarh , MP -465661

Phone:07372-255025
email : mpraj@nic.in
Website:www.rajgarh.nic.in

Notice Inviting tender

Office of the collector district Rajgarh,MP

No: egov/mobileApp/2017/16326

Date: 22/08/2017

Design, Development and Implementation of android based field level Inspection & attendance system

Tenders are invited from reputed agencies based in India for Design, Development and implementation of android based field level Inspection & attendance monitoring system for district Rajgarh

The document can be downloaded from district Website (www.rajgarh.nic.in) commencing **23/8/2017, 10:30 AM IST**. The cost of document is Rs. 1,000/- INR (Rupees One thousand only). The last date and time for Submission of tender document is **04/09/2017, 03:00 PM IST**.

For the eligibility criteria, timelines and other relevant details please refer the document.

Collector
District Rajgarh

IMPORTANT DATES**Bid Information Sheet**

Document Description	Tender Document for DESIGN, DEVELOPMENT and Implementation OF MOBILE APPLICATION/Software FOR "field level attendance monitoring " & " Field level inspection monitoring system"
Tender Document No.& Date	egov/MobileApp/2017/16326 dated 22/08/2017
Last date & Time of Submission of Response to Tender Document	04/09/2017 (1400 Hrs)
Bid Opening (Technical)	04/09/2017 (1600 Hrs)
Opening of financial bid	To be declared later
Validity of Tender	120 days from the date of opening of tender.
Delivery date	1 month
Cost of Tender Document	1000
	to be submitted in the form of DD/Banker's Cheque along with the response to Tender Document in favor of "collector rajgarh", payable at Rajgarh.
Address for submission of Response to Tender Document	Collector District Rajgarh Collectorate new composite building e-gov division , room no 119 District rajgarh , MP -465661

DISCLAIMER

1. Though adequate care has been taken while preparing the Tender Document, the Bidders shall satisfy themselves that the document is complete in all respects. Intimation of any discrepancy shall be given to this office immediately. If no intimation is received from any Bidder within seven (07) days from the date of notification of Tender Document/ Issue of the Tender Document, it shall be considered that the Tender Document is complete in all respects.
2. collector rajgarh reserves the right to modify, amend or supplement this Tender Document.
3. While this Tender Document has been prepared in good faith, neither collector rajgarh nor their employees or advisors make any representation or warranty, express or implied, or accept any responsibility or liability, whatsoever, in respect of any statements or omissions herein, or the accuracy, completeness or reliability of information, and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of this Tender Document, even if any loss or damage is caused by any act or omission on their part.

Place: Rajgarh

Date: 22/08/2017

1. SCOPE OF WORK

The objective of this tender is to identify agencies having experience in Design, Development and implementation of android based mobile app/Software.

The scope of work for such agencies may comprise of any or all of the items but not limited to the list of items as mentioned in the subsections below:

2. Custom software Development

Selected Agencies should do the development of various user friendly menu driven options and tools in the desired inspection and attendance mobile app/ software. Besides, as per the need Agencies should do the necessary development to enhance or customize the existing tools and functionalities available in the respective software.

3. Offline/Online Capabilities

In the software, wherever required, Empaneled Agencies should implement the provision to synch with the hosted database Server for data transaction. Also, Empaneled Agencies should customize the Software so as to allow user to work in offline mode and synch up with the hosted database server as and when needed.

4. Custom Reports Templates

In the software, wherever required, Empaneled Agencies should provide Report Wizard with Predefined Reports Templates with user input parameters. The reports can be Graphical Reports as well as Tabular Reports or a combination of Graphical as well as Tabular formats.

5. Custom Print Templates

Empaneled Agencies should provide Predefined Print Templates. As per the need the Print Templates should allow user to print Map, Query Results with or without map etc. Also, it should allow user to produce Print in different formats such as PDF, CSV, HTML excel,etc.

6. ELIGIBILITY / QUALIFYING CRITERIA

Following are the essential qualifying criteria for the Agency to technically qualify for the assignment:

1. The Agency should be a legally registered entity in India. Incorporation/Registration certificate along with Bylaws (or similar legal document) should be furnished as documentary proof.
2. The Agency should have minimum 2 years CA Audited Balance Sheet & Profit & Loss A/c is to be submitted.
3. The Agency must have successfully executed at least 2 projects each entailing development/design of mobile APP/ software in the previous years.
4. The Agency should have minimum 5 employees comprising of the role of Project Manager, developers and Tester.
5. The Agency should not have been black listed by any State Government, Central Government or any other Public Sector undertaking or a Corporation as on the date of EOI submission. An undertaking to this effect should be submitted by the Agency on its letter head.

7. TECHNICAL EVALUATION

The Technical Evaluation criteria shall be as under

Sl. No.	Particulars	Marks Awarded	Max. Marks
1	Technical profile of the company- one page		10
2	Audit report last 2 years (signed by CA)	10 per year	20
3	documents of Technical Projects executed in previous years (minimum 2) (Note: Submit the documentary proof for each Project)		30
4	Technical Presentation with Demonstration of proposed APP/software for "attendance monitoring/inspection monitoring". i. Understanding the scope ii. Demonstration of proposed Development work <ul style="list-style-type: none">○○ Offline/Online data synch up○ Custom Print/Report Utilities○		40
		Total	100

The Agency should score minimum 70% Marks to succeed through the Technical Evaluation round.

Note: collector rajgarh shall communicate the Date and time for technical presentation and Demonstration to the qualified agencies.

8- Financial Evaluation Criteria

The financial bids of all the technically qualified bidders will be opened and the tender will be awarded to the bidder quoting the Least Cost (L1). If the number of the proposals qualified are less than three, then the proposal that have received top three ranks, would be considered for opening the financial bids.

9. SUBMISSION OF PROPOSAL

The proposal should be submitted within the specified timeframe as mentioned under section 'Important Dates'. It should be submitted in a sealed envelope with superscription.

The Original of the Proposal shall be placed in separate sealed envelope as follows:

Envelope 1: Original Hard copy of Proposal

Envelope 2: Financial Proposal

Envelope 3: Envelope 1 and Envelope 2

Sealed Envelope 3 cover containing the Envelope 1 and Envelope 2, super scribed with "Tender for development of android based mobile APP/software" should be addressed to: *Collector district Rajgarh*

Address for submission of Response to Tender Document	Collector District Rajgarh Collectorate new composite building e-gov division , room no 119 District rajgarh , MP -465661
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10. PERIOD OF VALIDITY OF PROPOSAL

The Proposals submitted by Agencies shall be valid for a period of "120 days" from the date of submission of the Proposal.

11. PROPOSAL

The Tender should contain the following information:

- Tender Form as per **Annexure A**
- Qualification of Agencies detailed in **Annexure B** (Agency Profile along with documentary evidence of services offered and all relevant enclosures.)
- Any additional information that the Agency may think fit but not included elsewhere in the proposal, which will help to assess the capabilities of the Agency.
- Financial proposal as per **Annexure C**

ANNEXURES

12. ANNEXURE A - PROPOSAL FORM

(To be included in Technical Envelope)

To,
Collector
District Rajgarh

Date: ____/____/2017

Subject: Proposal for "Design, Development/Implementation of android based mobile App/ Software"

Dear Sir,

Having examined the Proposal Document, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to provide services for “ **Design, Development/Implementation of android based mobile APP/ Software for field level attendance monitoring & Inspection monitoring system**” and to meet such requirements & provide such services as are set out in the Proposal Document.

We hereby attach the Proposal as per the requirements of the tender document.

We undertake, if our Proposal is accepted, to adhere to the implementation plan (Key Events/ Activities and dates of the project) put forward in the tender or such adjusted plan as may subsequently be mutually agreed between us and Collector Rajgarh or its appointed representatives.

We agree that you reserve the right in absolute sense to reject all or any of the products/ services specified in the Proposal Response without assigning any reason whatsoever.

It is hereby confirmed that I/We are entitled to act on behalf of our corporation/company /firm/organization and empowered to sign this document as well as such other documents which may be required in this connection.

Dated this Day of 20XX

(Signature)

.....

(Name and address of
the Agency) Seal/Stamp

13. ANNEXURE B - QUALIFICATION OF THE AGENCY

a) AGENCY INFORMATION SHEET

S/N	Particulars	Details	Page no. (for any attachment)
1.	Name of the Entity/ Organization		
2.	Registered office address Telephone number Fax number Email		
3.	Correspondence Address		
4.	Details of the Contact Person (name, designation, address) Telephone number Fax number Email		
5.	Year and Place of the establishment of the entity/organization		
6.	Service Tax Registration details		
7.	Details of the offices present in Madhya Pradesh, if any		

b) PROJECTS DETAILS

S. No	Item	Details	Attachment Ref. No. for details
1.	Project Title		
2.	Name of Client with address		
3.	Date of Award		
4.	Date of Completion if applicable		
6.	Project Brief		

Note: the details to be filled for each project separately.

14. ANNEXURE C – Financial proposal

COMMERCIAL BID FORM
(To be submitted in a sealed envelope as per terms and conditions)

1. Bidder is required to use the format in the following table to submit their Commercial Bid.
2. Rates Quoted should be Net Unit Rate (Unit Price + taxes + Cartage, if any) in the INR

S. No.	Activity	Cost (Inclusive of all taxes)
1.	Design, Development and Implementation Cost of "field level attendance monitoring system " as per the scope of work	
2.	Design, Development and Implementation Cost of "field level inspection monitoring system " as per the scope of work	
3.	Google Play store access cost and deployment cost (for a year)	
4.	website Hosting charges	
Total		

Maintenance and Other Cost (Optional)

S. No.	Activity	Cost (Inclusive of all taxes)
1.	Upgradation, Maintenance as well as Implementation of the application after completion of twelve months – per year (optional)	

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