



Request for Proposal (RFP)
For
Selection of System Integrator
for Implementing National e-Vidhan Application

NIT No: 08/2024

Date : 17.10.2024

ISSUED BY: Bihar Legislative Assembly Secretariat,

Email ID:secretarybvs@gmail.com

Contact No:0612-2217840/9431012736

Website: <https://vidhansabha.bih.nic.in/>

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NOTICE INVITING TENDER

Bihar Legislative Assembly Secretariat, Patna-15

Notice Inviting Tender (NIT)

NIT No. 08/2024

“Request for Proposal (RFP) for Selection of System Integrator for Implementing National e-Vidhan Application.”

Bihar Legislative Assembly Secretariat invites Request for Proposals (RFP) from qualified, experienced, reputed, competent and eligible professional firms/agencies desirous of and having proven track record of having conducted similar works " **for Selection of System Integrator for Implementing National e-Vidhan Application.**"

1. The detailed RFP document (along with the formats and templates) can be downloaded from <http://www.vidhansabha.bih.nic.in> from **17.10.2024**. The downloaded RFP document shall be considered valid for participation in the bidding process subject to the submission of required EMD through Demand Draft in favour of "D D O Bihar Vidhan Sabha Patna" payable at Patna and must be submitted physically in the office of Secretary, Bihar Legislative Assembly, Patna-15 latest by **11.11.2024 till 15:00 Hrs.** failing which the bid will be summarily rejected.
2. The bid for RFP may submitted on or **before 11.11.2024 by 15:00 hrs.** to the Secretary – in-Charge, Bihar Legislative Assembly.
3. Bidder/Agencies are advised to study this RFP document carefully before submitting their proposals in response to the RFP Notice. Submission of a proposal in response to this notice shall be deemed to have been done after careful study and examination of this document with full understanding of its terms, conditions and implications.
4. The RFP submitted by telegram/fax/e-mail etc. shall not be considered. No correspondence on the subject will be entertained in this regard.

Khyati Singh

Secretary-in-Charge,

Bihar Legislative Assembly Secretariat,

Patna, Bihar-800015

DISCLAIMERS

All information contained in this Request for Proposal (RFP) provided is in the good interest and faith. This is neither an agreement and nor an offer/ invitation to enter into an agreement of any kind with any party.

Though adequate care has been taken in the presentation of this RFP document, the interested bidders shall satisfy themselves that the document is complete in all respects. The information published in this document is not intended to be exhaustive. Interested Bidders are required to make their own enquiries and assumptions wherever required.

Intimation of discrepancy, if any, should be given to the specified office immediately. If no intimation is received by this office by the date mentioned in the document, it shall be deemed that the RFP document is complete in all respects and firms submitting their bids are satisfied that the RFP document is complete in all respects.

Bihar Legislative Assembly Secretariat reserves the right to reject any or all the applications submitted in response to this RFP document at any stage without assigning any reasons whatsoever. Assembly Secretariat also reserves right to withhold or withdraw the process at any stage with intimation to all who have submitted their bids in response to this RFP. Assembly Secretariat reserves the right to change/ modify/ amend any or all of the provisions of this RFP document without assigning any reason at any time before the submission of bids. Any such change would be communicated to the bidders by posting it on the website of the Bihar Legislative Assembly.

Neither Assembly Secretariat nor their employees and associates will have any liability to any prospective respondent interested to apply or any other person under the law of contract to the principles or resolution or unjust enrichment or otherwise for any loss, expense or damage which may raise from or be incurred or suffered in connection with anything contained in this RFP document, any matter deemed to form part of this RFP document, the award of the Assignment, the information and any other information supplied by or on behalf of Assembly Secretariat or their employees and bidder or otherwise arising in any way from the selection process for the assignment.

Information provided in this document or imparted to any respondent as part of RFP process is confidential to Assembly Secretariat and shall not be used by the respondent for any other purpose, distributed to, or shared with any other person or organization.

Abbreviations

Sl.No.	Abbreviation	Description
1.	BLAS	Bihar Legislative Assembly Secretariat
2.	NeVA	National e-Vidhan Application
3.	RFP	Request For Proposal
4.	DR	Disaster Recovery
5.	EMD	Earnest Money Deposit
6.	FY	Financial Year
7.	QCBS	Quality and Cost Based Selection
8.	LAN	Local Area Network
9.	LOA	Letter of Acceptance
10.	LOI	Letter of Intent
11.	ICT	Information and Communication Technology
12.	NIT	Notice Inviting Tender
13.	PBG	Performance Bank Guarantee
14.	RFP	Request for Proposal
15.	SP	Service Provider
16.	SLA	Service Level Agreement
17.	GSTIN	Goods and Service Tax Identification Number
18.	EPFO	Employee Provident Fund Organization
19.	MoU	Memorandum of Understanding
20.	TEC	Tender Evaluation Committee
21.	SI	System Integrator
22.	IA	Implementation Agency
23.	GFR	General Financial Rules
24.	SPMU	State Project Management Unit

Fact Sheet

S.No	Particulars	Details
1.	NIT No.	08/2024
2.	Tender date	17.10.2024
3.	Selection Method	Tender will be awarded to the Bidder with the highest score based on the QCBS Evaluation Method
4.	RFP issued by	Bihar Legislative Assembly Secretariat, Patna-800015
5.	Availability of RFP	RFP can be downloaded from www.vidhansabha.bih.nic.in
6.	EMD	Earnest Money Deposit of 3,50,000/- (three lacs fifty thousand only). Demand Draft in favour of "D D O Bihar Vidhan Sabha Patna", payable at Patna from any of the nationalized bank.
7.	Performance Bank Guarantee (PBG)/ Performance Security	5% of total project cost as Bank Guarantee to be submitted by the bidders.
8.	For correspondence and clarification	Secretary-in-charge Bihar Legislative Assembly Secretariat, Patna-800015 Tel.No.-0612-2217840, Email: secretarybvs@gmail.com
9.	Last date for Pre bid queries	21.10.2024
10.	Pre bid meeting	11:30 Hrs. on 22.10.2024
11.	Issue of addendum/clarification (if any)	24.10.2024
12.	Last date of bid submission	Proposals must be submitted no later than 15:00 Hrs. on 11.11. 2024
13.	Opening of Technical bid	16:00 Hrs. on 11.11 2024
14.	Technical Presentation / Demo /Proof Of Concept	14.11.2024, 11:30 Hrs onwards depending upon the number of bidders
15.	Opening of Financial bid	11:30 Hrs on 19.11.2024
16.	Address for venue of bid opening	Official Chamber of Secretary, Bihar Legislative Assembly Secretariat, Patna-800015
17.	Address for Communication	Secretary, Bihar Legislative Assembly Secretariat, Patna-800015
18.	Email id for Communication	secretarybvs@gmail.com

INVITATION TO REQUEST FOR PROPOSAL (RFP)

Bihar Legislative Assembly intends to implement National e-Vidhan Application (NeVA) for the automation of their businesses. In this regard the Bihar Legislative Assembly and Govt. of Bihar has entered into a tripartite MOU with the Ministry of Parliamentary Affairs, Govt. of India for implementing National e-Vidhan Application (NeVA) and thereby digitize the functions and make the Bihar Legislative Assembly paperless.

Through this RFP, the Bihar Legislative Assembly Secretariat (BLAS) is desirous of engaging eligible IT System Integrator Firms, having previous experience in implementing similar eGovernance projects or similar system integration projects for implementing National e-Vidhan Application (NeVA) at Bihar Legislative Assembly and handholding the stakeholders towards successful implementation. The scope of work covered under the RFP shall be the following:

- a. Carryout system study of the overall requirement
- b. Carryout implementation of National eVidhan Application (NeVA) software.
- c. Supply, Installation, Commissioning of required hardware's as per the bill of materials (BOM) and provide 3 years warranty support for all the hardware's from the date of supply.
- d. Carryout training program for all stakeholders of the Bihar Legislative Assembly/Secretariat on the usage of the system.
- e. Supply of Manpower for Assembly Session Management and Operational Support for 36 months.

RFPs for "Selection of System Integrator for Implementing National e-Vidhan Application (NeVA) at Bihar Legislative Assembly" invites proposals from all eligible IT Firms having relevant experience in implementing eGovernance Solutions or similar system integration projects, especially in Legislative assembly automation.

Submission of technical bid is mandatory for this RFP. Prospective bidders or System Integrators need to submit their detailed technical bid in the prescribed format for the aforesaid work. Bidders are advised to contact Bihar Assembly Secretariat for updates/amendments, if any.

BACKGROUND

The Bihar Legislative Assembly, also known as the Bihar Vidhan Sabha, is the lower house of the Bihar Legislature where the first elections were held in 1952.

The total strength of membership in the Assembly was 331, including one nominated member. The number of members was reduced to 318 during the second general elections. In 1977, the total number of elected members of the Bihar Legislative Assembly was raised from 318 to 325.

With the creation of a separate State of Jharkhand, by an act of Parliament known as the Bihar Reorganization Act, the strength of the Bihar Legislative Assembly was reduced from 325 to 243 members. Out of those 243 seats, 38 are reserved for Scheduled Castes and 2 are reserved for Scheduled Tribes.

NATIONAL E-VIDHAN APPLICATION (NEVA)

National e-Vidhan Application (NeVA), a Mission Mode Project, a part of Digital India is a scheme to digitize and make the functioning of State Legislatures paperless. In this Project, the Ministry of Parliamentary Affairs is the Nodal Ministry. This Project is in line with the "Go Green" initiative of the Government of India. The Speaker of Bihar Assembly is the Executing Authority for NeVA Project in Bihar.

NeVA is a work-flow automation system deployed on NIC Cloud, MeghRaj which helps the Chair of the House to conduct the proceedings of the House smoothly, Hon'ble Members to carry out their duties in the House efficiently and to conduct Legislative Business of the House in a Paperless manner.

NeVA is a device neutral, and member centric application created to equip them to handle diverse House Business smartly by putting entire information regarding member contact details, rules of procedure, list of business, notices, bulletins, bills, starred/unstarred questions and answers, papers laid, committee reports etc. in their hand held devices/ tablets and equip all Legislatures/ Departments to handle it efficiently. NeVA will completely eliminate the process of sending out a notice/request for collection of data.

The application hosts a secure page for each Member of the House for submitting questions & other notices. The aim of the project is to bring all the legislatures of the country together, in one platform thereby creating a massive data depository without having the complexity of multiple applications. NeVA has made information on the conduct of business in Legislatures accessible anytime, anywhere to everyone.

AIM OF NEVA PROJECT

Bihar Legislative Assembly aims to implement National eVidhan Application and thereby automating all essential business processes in the Assembly. It also aims at to assist the Members of the State Legislature to use the latest ICT tools for preparing themselves for participation in the legislative debates more effectively. This is also aimed at providing tools in the hands of members to be in contact with the citizen of their Legislative Constituency.

This will provide a platform to the citizens to submit their grievances and demands to their respective elected representatives in order to resolve the problems quickly.

OBJECTIVES OF THE NeVA MMP

The objectives of the National e-Vidhan Application (NeVA) MMP are to ensure the following:

- The backend computerization of all the branches of the State Legislature Secretariats in order to ensure electronic delivery of information / data to the Members of the State Legislature and to interact with various State Government Departments.
- Efficient delivery of services with improved service levels by undertaking extensive Business Process Reengineering (BPR) of identified services and their processes.
- Capacity building and training for the Members of the State Legislature, officials of the State Legislature Secretariat and other officials of the State Government Departments by setting up NeVA Seva Kendra (NSK), e-Learning Center in the State Legislature location.
- Setting up of NeVA Seva Kendra (NSK) for e-Facilitation, in all the State Legislature to assist the Members.
- Development of generic, multitenancy National e-Vidhan Application (NeVA) product for implementation in the National Data Centre Cloud (Meghraj).
- Delivery of public services (information dissemination) through the public portals to ensure reliability, efficiency, transparency and accountability of the Members of the State Legislature and other State Government functionaries.
- Reducing the number of visits of citizen to their elected representatives in order to get their grievances redressal.
- To provide e-interaction and efficient communication between the citizen and their public representative.
- To enhance the perception and the image of the Members of the State Legislature and the officials of the State Government

SCOPE OF THE NeVA PROJECT

The National e-Vidhan Application MMP envisages centralized architecture at the National level with common application software for each of the identified services for all the State Legislatures. The application software will be hosted on the National Cloud (Meghraj). Integration across States Legislatures would be enabled, through mandatory adherence to technical specifications and e Governance standards.

A mission Mode Project under the Prime Minister's Digital India Programme aims to achieve the following goals:

- Installation of Tablet devices for paper laying in the House.
- Business process reengineering for making the process e- enable.
- Providing ICT Infrastructure in all the branches of State Legislatures.
- To setup robust Network Infrastructure facilities with backup for high-speed LAN/WAN network, secured Wi-Fi network, Audio/Video telephony and other Network service for the use of Members of State Legislatures.
- Standardization of procedure to receive all the information in electronic format from all the State Government Departments.
- Setting up of NeVA Seva Kendra (NSK) e-Facilitation Centre in each State Legislatures.
- Setting up of NeVA Seva Kendra (NSK) for e-Learning for 15/25 Members in each State Legislatures.
- Setting up of Media Centre for Accredited Journalists.
- Setting up of State Project Monitoring Unit (SPMU) at each State Legislature.
- To deploy necessary Hardware/access devices in both the houses of Legislature for electronic delivery of Services such as electronic laying of all the assembly papers on the table of the House in e-book format.
- To provide standard electronic platform to all the State's Ministries/Departments for electronic information interchange with the Legislature Secretariats
- To make all the applications user friendly and device independent in order to increase their usage by the various stakeholders.
- To make mobile friendly public portals (multilingual/bilingual) for all the State Legislatures.
- To increase the use of SMS/Email and Social media platforms for better communication with the different stakeholders.

While implementing NeVA, as part of the current project for which this RFP is being brought out, the selected System Integrator should deliver the above scope (of NeVA Project).

AREAS OF AUTOMATION UNDER E-VIDHAN MMP

National e-Vidhan Application (NeVA) will automate processes which are relevant for paperless functioning of House(s) and digital exchange of information. The following modules will be developed and implemented:

1. Digital Legislatures / Business Facilitation
2. Daily Business Papers (List of Business, Bulletins, Synopsis etc.)
3. Preparation of Verbatim by Reporters
4. Submission and processing of Questions and Notices of all types.
5. Laying of all the papers and reports in electronic form.
6. Computerization of Question Branch, Table Office, Legislative, Editorial and Synopsis Branch.
7. Bills Management System
8. Committees Management System
9. Assurances Management System
10. Member's portal
11. Members' Amenities
12. Webcasting

NeVA will continue to concentrate upon digitization of Houses and facilitating Hon'ble Members for easy and device agnostic access of information. Thus, NeVA shall exclude following transactional areas as detailed below:

1. Security operations of State Legislatures – No security related hardware, software, services can be procured using fund of e-Vidhan MMP.
2. Funds for e-Vidhan MMP cannot be used for ICT activities of the State Government Departments for this, fund is to be provided by the respective State Government.
3. e-Vidhan MMP funds cannot be utilized for providing Internet services to the Members of the State Legislatures at their residences.
4. No Physical Infrastructure assets like building etc. can be created using funds of e-Vidhan MMP.
5. e-Vidhan MMP shall be hosted at National Cloud - Meghraj along with Disaster Recovery site. Only mirror sites shall be created at State Data Centers / Local Data Centers.
6. Any other item of expenditure which may be provided from time to time.

PROJECT OUTCOMES ENVISAGED

- Electronic delivery of all the Papers to be laid in the House in e- Book format through the Display devices installed near the seats of the Members.

- Faster communication with the citizens for redressal of their grievances.
- Improvement in efficiency of the employees and reduction in workload.
- Access to various Legislative databases across the States/UTs Legislatures of the country for comparative data analytics.
- Post project evaluation and feedback mechanism for further improvements of the system.
- Better monitoring mechanism.
- Bring transparency in the delivery system.
- Faster processing of files and information resulting in efficient working of States/UTs Legislative Secretariats and State Government Departments

GENERAL INSTRUCTIONS

While every effort has been made to provide comprehensive and accurate information about requirements and specifications, Bidders must form their own conclusions about the solution needed to meet the requirements. The requirements of the RFP shall prevail over any information in the Bid. However, all information supplied by the successful Bidder will be treated as contractually binding on the Bidder. This RFP supersedes and replaces any previous public documentation and communications, and Bidders should place no reliance on such communications. No commitment of any kind, contractual or otherwise shall exist unless and until a formal written contract has been executed by or on behalf of Bihar Legislative Assembly Secretariat.

Bihar Legislative Assembly Secretariat may cancel this bid process at any time prior to a formal written contract being executed by or on behalf of Bihar Legislative Assembly Secretariat. This RFP document is non-transferable.

ELIGIBILITY CRITERIA

Eligibility criteria shall be used for assessing the bidders based on pre-qualification criteria laid down in this RFP. Therefore, the bidders are required to submit their bid in specified format furnishing all the required information and supporting documents. The pre-qualification bid must not contain any pricing information. A bid may be rejected at prequalification stage itself and not considered for technical evaluation if it fails to satisfy the prequalification criteria's specified in this RFP.

Sr. No.	Eligibility Criteria	Documentary Proof
i.	The bidder should be an Indian Registered Company under Companies Act 1956 or 2013. Copy of Certificate of Incorporation or any other relevant document, as applicable, should be submitted along with a copy of address proof of bidder.	Certificate of Incorporation, Memorandum & Articles of Association
ii.	The bidder should have a valid PAN and GST Registration	Copy of PAN Card and GST Registration certificate should be submitted in the bid.
iii.	The Bidder should not be debarred/banned/restricted/ blacklisted by any Union Govt./State Govt. /PSU in India or abroad as on date of submission of the Bid.	Bidder shall submit NO conviction certificate (as per format provided in the Annexure 4) on its company letter head
iv.	<p>The bidder shall fulfill the following financial criteria: -</p> <p>i. Average Annual Financial Turnover during the last 3 years, ending 31st March 2023 should be at least 10 Crores.</p> <p>Note: Turnover refers to standalone of the company and not the group turnover of its subsidiaries / group companies etc.</p> <p>ii. Net Worth of the Company/firm during last audited financial year 2022-2023 should be positive.</p> <p>iii. The bidder should have reported Profit during last 3 financial years</p>	Please submit Annual Report (containing duly audited Balance Sheet and Profit & Loss Account) for the last three financial years. In case audited Balance sheet and Profit & Loss Account for FY 2022-23 is not available, the bidder can submit provisional Balance sheet and Profit & Loss Account for the FY 2022-23, duly certified by CA.
v.	<p>The Bidder should have experience of having successfully completed similar works.</p> <p>“Similar work” implies any Assembly/Parliament automation projects or software/hardware implementation projects which includes “System Study, Supply, development, implementation of a Software/Hardware with support” for any Govt. entities like Central Govt/State Govt/PSU’s etc.</p>	The bidder should submit supporting document i.e., work order/ Work Completion certificate/agreement/ proof of running satisfactory services from Client.

vi.	The bidder should have at least 50 technical resources on roles with relevant technical experience.	Undertaking from the bidder's authorized personnel on bidder's letterhead.
viii.	The bidder should submit an undertaking that they are not insolvent, in receivership, bankrupt or being wound up, not have had their business activities suspended and not be the subject of legal proceedings for any of the foregoing.	Undertaking from Bidder on Letter Head.

Note:

- a) The bidder has to mandatorily provide necessary supporting documents as a proof of eligibility as mentioned above.
 - b) All necessary documents mentioned elsewhere in the tender document must be submitted to prove their eligibility. If the required documents are not submitted along with the bid, the bid is liable to be rejected.
 - c) Bids in Consortium are not allowed.
- The bidder should give an undertaking on the company's letter head that all the documents/certificates/information submitted by them against this RFP are genuine. In case any of the documents/certificates/information submitted by the bidder is found to be false or forged, Bihar Legislative Assembly Secretariat shall immediately reject the bid of such bidder(s) or cancel/terminate the contract and forfeit EMD submitted by the bidder and debar them from participation in future RFPs/tenders of Bihar Legislative Assembly Secretariat for two years.
 - A statement showing Clause-by-Clause compliance to all Terms & Conditions of all the Sections of this RFP, duly Signed and Stamped on the Letter Head of their Organization to be submitted by the bidder.

EARNEST MONEY DEPOSIT (EMD)

The Bidders shall submit, along with their bids, an Earnest Money Deposit (EMD) for an amount of Rs. 3,50,000/- (Rupees Three Lakh Fifty Thousand only) through Demand Draft towards "D D O Bihar Vidhan Sabha Patna", payable at Patna from any of the nationalized bank along with the bid submission process. EMD in any other form will not be accepted. EMD must remain valid for at least 45 days beyond the final bid validity period and the validity of the EMD should be extended in the event the last date of bid validity is

extended. No interest will be payable by the Tendering Authority on the EMD. Bank Guarantee Format is provided in the Annexure 2 of this RFP.

The EMD is required to protect Bihar Legislative Assembly Secretariat against the risk of Bidder's conduct which may warrant EMD's forfeiture pursuant to the instances mentioned below. EMDs of all unsuccessful Bidders will be returned, without interest, at the earliest after expiry of the final bid validity and latest on or before the 30th day after the award of contract. The EMD of the successful Bidder will be returned, without interest, upon submission of Security Deposit for the project by way of Performance Bank Guarantee by the successful Bidder as mentioned in the fact sheet.

The EMD may be forfeited:

- i. If a Bidder withdraws the proposal or changes any of the terms of the proposal after opening of the Proposal and during the period of Bid validity period or its extended period, if any.
- ii. If the bidder is found indulging in any corrupt, fraudulent or other malpractice in respect of the bid;
- iii. The Bidder fails or refuses to execute the Contract, if required; or
- iv. The Bidder fails or refuses to furnish the Performance Security, in accordance with the instructions to Bidders.

CLARIFICATION OF QUERIES

Tendering Authority shall provide each bidder with an opportunity to seek clarifications regarding any aspect of the RFP and the project. All prospective bidders shall share their queries related to the RFP and the project to the below email id on or before 21.10.2024.

Email id for submitting queries: **secretarybvs@gmail.com**

Tendering Authority will not be entertaining any further queries after the due date.

Response to Queries and Issue of Corrigendum

Bihar Legislative Assembly Secretariat shall make endeavors to provide timely response to all the queries. However, Bihar Legislative Assembly Secretariat makes no representation or warranty as to the completeness or accuracy of any response made in good faith, nor does it undertake to answer all the queries that have been posed by the Bidders.

At any time prior to the last date for receipt of bids, Bihar Legislative Assembly Secretariat may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the RFP Document by a corrigendum.

However, in case of any such amendment of the RFP or for any other reason, the Bid submission date may be extended by Bihar Legislative Assembly Secretariat at its sole discretion.

All clarifications and / or any other corrigendum notification issued by Bihar Legislative Assembly Secretariat subsequent to the issuance of this RFP, shall be published.

VALIDITY PERIOD OF BID

Bid shall remain valid for 120 days after the date of bid opening. The bid valid for a shorter period shall be rejected as non-responsive.

In exceptional circumstances, Bihar Legislative Assembly Secretariat may request the bidder for an extension to the period of bid validity, the bid security shall also be suitably extended by the bidder.

POWER OF ATTORNEY

The bidder needs to submit **Power of Attorney** on stamp paper as per law in India or copy of the Board resolution authorizing the signatory to act on behalf of the bidder with offline documents to be submitted with bid. The format of Power of Attorney is as given in Annexure 3 of this RFP.

SUBMISSION OF FORGED DOCUMENTS

Bidders should note that Bihar Legislative Assembly Secretariat may verify authenticity of all the documents/certificate/information submitted by them against the RFP. In case at any stage of this process, if it is established that bidder has submitted forged documents/certificates/information towards fulfillment of any of the RFP/contract conditions, Bihar Legislative Assembly Secretariat shall immediately reject the bid of such bidder(s) or cancel/terminate the contract and forfeit EMD / Performance Security submitted by the bidder and debar them from participation in future tenders of Bihar Legislative Assembly Secretariat for two years.

CONTACT INFORMATION

Secretary-in-charge,
Bihar Legislative Assembly Secretariat,
Kranti Marg, Patna, 800015
Telephone : 0612-2217840
Email : secretarybvs@gmail.com
Website: <https://vidhansabha.bih.nic.in/>

INSTRUCTIONS TO BIDDERS

DEFINITIONS

The following terms shall have meanings, in this document, as indicated:

- i. **“RFP”** shall mean Request for proposal for “Selection of System Integrator for Implementing National e-Vidhan Application (NeVA) at Bihar Legislative Assembly”.
- ii. **“Bid”** means the offer submitted by the Bidder in response to this RFP.
- iii. **“Project”** means the work of “Implementing National e-Vidhan Application (NeVA) at Bihar Legislative Assembly” as per provisions of this RFP Document.
- iv. **“Bidder”** means the firm offering the solution(s), services and / or materials required in the RFP.
- v. **“System Integrator”** means a company that specializes in bringing together component subsystems into a whole and ensuring that those subsystems function together, a practice known as system integration.

SUBMISSION OF BID

- a. Bidder shall submit their response to the RFP in strict compliance to all the instructions stated in the RFP. Bid response should consist of the following details:
 - i. About the organisation
 - ii. Proof of RFP fee paid
 - iii. EMD as Bank Guarantee/DD
 - iv. Reference of Similar Projects as per Annexure 1
 - v. Checklist and Documentary Proofs meeting the eligibility criteria.
 - vi. Detailed documentation supporting the technical qualification criteria.

- vii. Solution to be offered to meet the requirements of the scope of the project.
- viii. All other documents specified in the RFP including respective annexures.

The bidder is requested to submit the technical proposal offline (i.e., physically) to the Secretary-in-charge, Bihar Legislative Assembly Secretariat, Kranti Marg, Patna, 800015, before the due date & time of submission in a Sealed Envelope. The envelope shall bear the RFP No., RFP Name & Description and the words 'DO NOT OPEN BEFORE' (mention due date & time). If the envelope is not marked as specified above, Bihar Legislative Assembly Secretariat will not assume any responsibility for its misplacement, pre-mature opening etc.

- b. The bidder shall bear all costs associated with the preparation and submission of its response to this RFP. Bihar Legislative Assembly Secretariat will not in any case be responsible for these costs, regardless of the conduct or outcome of the RFP process.
- c. At any time prior to the last date for receipt of offer, Bihar Legislative Assembly Secretariat may for any reason, whether at its own initiatives or in response to a clarification requested by a prospective bidder, modify the RFP document and all formats including annexure by issuing clarification (s) and or amendment (s). In order to provide prospective bidders reasonable time to take the amendment into account in preparing their offers, Bihar Legislative Assembly Secretariat may, at its sole discretion, extend the last date for receipt of offers and/or make other changes in the requirements set out in the invitation for RFP.
- d. Bihar Legislative Assembly Secretariat reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids, at any time without assigning any reason whatsoever and without thereby incurring any liability to the affected bidder or bidders on the grounds for Bihar Legislative Assembly Secretariat's action and to re-invite RFP at its sole discretion. The decision of Bihar Legislative Assembly Secretariat is final and binding on the participants.

SELECTION PROCESS FOR BIDDER

Bihar Legislative Assembly Secretariat shall form an expert technical evaluation committee under the leadership of Legislative Secretary. The committee shall evaluate the bids received against the RFP. All decisions made by the evaluation committee jointly shall be final in all respect.

a. Pre-Bid meeting

The Secretary, Bihar Legislative Assembly Secretariat, Patna will conduct a pre-bid meeting on a scheduled date as mentioned in fact sheet.

b. Bid opening process

- The bids will be opened by the committee setup by the Bihar Legislative Assembly Secretariat.
- The bids will be opened for checking the Pre-Qualification Criteria.
- In the event of the specified date of bid opening being declared a holiday for Bihar Legislative Assembly Secretariat, the Bids shall be opened at the same time and location on the next working day or as specified by Bihar Legislative Assembly Secretariat.
- During the session of bid opening, preliminary scrutiny of the bid documents will be made to determine whether they are complete, whether required bid security has been furnished, whether the documents have been properly signed, and whether the bids are generally in order. Bids not conforming to such preliminary requirements will be prima facie rejected at the discretion of Bihar Legislative Assembly Secretariat.
- Only the bids complete in all respects will be considered for evaluation.
- The Technical Evaluation of only those bidders will be done who clear the Pre-qualification Criteria stated in the tender.

c. Preliminary Examination of Bids

Bihar Legislative Assembly Secretariat will examine the Bids to determine whether they are complete, whether the documents have been properly signed and the Bids are generally in order. Any Bids found to be non-responsive for any reason or not meeting any criteria specified in this tender, will be rejected by the Bihar Legislative Assembly Secretariat and shall not be included for further consideration.

Initial Bid scrutiny will be held, and the Bids will be treated as non-responsive, if Bids are:

- Not submitted in the format as specified in this tender document.
- Submitted without Power of Attorney/Copy of Board Resolution.
- Submitted without EMD and Tender Fees Receipts (If any);
- Found with suppression of details.
- Submitted with incomplete information, subjective, conditional offers and partial offers.

- Submitted without the documents required under this RFP.
- Non-compliant to any of the clauses mentioned in this RFP.
- With lesser validity period than prescribed in this RFP.

d. Clarification on Bids Submitted

During the bid evaluation (at any stage whether during pre-qualification, technical), Bihar Legislative Assembly Secretariat may, at its discretion, ask the Bidder for a clarification of its bid or seek additional documentations from the bidder in any manner and the decision of Bihar Legislative Assembly Secretariat or RFP Evaluation Committee will be final. The request for clarification and the response shall be in writing, and no change in the substance of the bid shall be sought, offered, or permitted.

e. Evaluation Process

- Bihar Legislative Assembly Secretariat will constitute an evaluation committee to evaluate the bids.
- The evaluation committee shall evaluate the responses to the RFP and all supporting documents / documentary evidence. Inability to submit requisite supporting documents / documentary evidence, may lead to rejection.
- The decision of the Evaluation Committee in the evaluation of responses to the RFP shall be final. No correspondence will be entertained outside the process of discussion with the Committee.
- If required, the Evaluation Committee may call bidders for a technical presentation.
- The Evaluation Committee may ask for meetings with the Bidders to seek clarifications on their bids, any time during the evaluation process.
- The Evaluation Committee reserves the right to reject any or all bids based on any deviations. Each of the responses shall be evaluated as per the criteria and requirements specified in this RFP.

f. Pre-Qualification/Eligibility Criteria Evaluation

- The bid opening committee shall open Pre-Qualification and Technical Bid.

- If the response to “pre-qualification” is received as per requirements and prescribed format, then the Bihar Legislative Assembly Secretariat shall evaluate the response to the Pre-Qualification/Eligibility requirements in accordance with the Pre-qualification/Eligibility requirements specified in this RFP. In case the Bidder does not meet any one of the conditions, the bidder will be disqualified.
- A checklist has to be created by the bidder and be submitted along the proposal with proper page-wise indexing of all supporting documents.

g. Technical Evaluation

The objective of the evaluation process is to select a reliable and experienced Bidder(s), capable of executing the projects stated in the RFP, which best meets the identified requirements, all within a reasonable timeframe. The bids will be technically evaluated as per the criteria specified in Technical Bid evaluation criteria given in the below table. The final selection of the System Integrator shall be based on Quality and Cost Based Selection [QCBS], whereas 75% weightage shall be given for technical competence and solution fitment and 25% weightage for financial bid. Bihar Legislative Assembly Secretariat reserves the right to reject any or all proposals.

SI No.	Technical Qualification Criteria	Points	Supporting Documents
1.	The bidders should have experience in IT/ITES field: <ul style="list-style-type: none"> • Up to 10 Years’ experience – 05 Points • Above 10 Years and upto 15 Years – 08 Points • Above 15 Years’ experience- 10 Points 	10	Certificate of Incorporation, MOA & AOA to be submitted.
2.	Average annual financial turnover of Bidders during the last three years ending 2022-2023, should be at least 10 crores from System Integration/ICT/ITES and implementation work. <ul style="list-style-type: none"> • 10 crores to 20 crores: 05 Points • Above 20 crores: 10 Points 	10	Audited Balance Sheet or Turnover Certificate from a certified Chartered Accountant/Statutory Auditor.
3.	Bidders having previous experience in successfully developing and implementing software solution to automate the process in working of the legislative house, including various House Committees, it’s Secretariat and managing constituencies for any	10	Copy of work completion letter from the client to be enclosed by bidder.

	Legislative Assembly/ Legislative Council anywhere in India.		
4.	Bidders having been engaged in successful implementation and go-live of NeVA in any of the Legislative Assemblies/ Legislative Councils in India.	10	Copy of work order/ agreement and work completion/ letter of go-live from the client to be enclosed by the bidder.
5.	Bidders should have System Integration experience in supply, installation and commissioning of Hardware equipment/ providing technical manpower support services in any of turnkey projects for any Central Government /State Government/ PSU's.	10	Copy of work order/agreement and work completion/ letter of go-live from the client to be enclosed by the bidder.
6.	The bidders must have valid certification as on tender floating date: <ul style="list-style-type: none"> · ISO 9001:2015 or latest: 05 Points · ISO 27001:2013 or latest: 05 Points · CMMI Level 3 or above: 05 Points 	15	Copy of the valid certification to be enclosed by the bidder.
7.	The bidders should have technical personnel with more than 100 personnel on its payroll, out of which at least 50 technical resources on roles with relevant technical experience as on RFP submission date.	5	Copy of letter to be enclosed from the signing authority in the company letter head.
8.	Technical documentation on the proposed plan and strategy for executing the requirements stated in the RFP should also be included in Technical Solution.	30	Bidders shall give technical write-up on their project execution plan and strategy. If required, technical committee can invite selected bidders for technical presentation.
	Total	100	

- Technical Evaluation will be done only for those Bidders who meet all Eligibility Criteria stated in the RFP.

- The detailed evaluation of the bids shall be carried out in order to determine whether the bidders are competent enough and whether the technical aspects are substantially responsive to the requirements set forth in the RFP Document.
- The bidders' technical solutions proposed in the bid document will be evaluated as per the requirements specified in the RFP and technical evaluation framework as mentioned in the RFP. If requested by the technical evaluation committee, the shortlisted bidders shall give a detailed technical presentation before the technical committee on their technical propositions in response to the RFP.
- The Bidders are required to submit all required documentation in support of the evaluation criteria specified as required for technical evaluation.

All supporting document submitted in support of Eligibility and Technical Evaluation should comply the following: -

- i. Copies of supporting documents to be submitted should be of good quality, however Bihar Legislative Assembly Secretariat may request for additional legible copies as and when required.
- ii. Supporting document should clearly indicate value of the completed project and scope of work/ services should be clearly highlighted.
- iii. Completion certificate should clearly indicate the value and duration of the project.
- iv. Incomplete order copies submitted by the bidder will not be considered for evaluation.

Bids failing to comply any of the above clause, will be summarily rejected.

- Bihar Legislative Assembly Secretariat may seek oral / written clarifications from the bidders. The primary function of clarifications in the evaluation process is to clarify ambiguities and uncertainties arising out of the evaluation of the bid documents. Oral / written clarifications provide the opportunity for the Bihar Legislative Assembly Secretariat to state its requirements clearly and for the bidder to more clearly state its proposal. Bihar Legislative Assembly Secretariat and the committee may seek inputs from their professional, technical experts in the evaluation process. However, the bidder will not be allowed to modify or amend their proposals during these clarifications.
- Only bidders who score a technical score of 65 or more shall qualify for the financial bid opening.
- Bihar Legislative Assembly Secretariat shall evaluate the quotes and select the most suitable bidder after evaluating the technical score and commercial quote. The final selection of the System Integrator shall be based on Quality and Cost Based Selection [QCBS], whereas 75%

weightage shall be given for technical competence and solution fitment and 25% weightage for financial bid.

h. A. Commercial bid evaluation criteria

a. The Commercial proposal of technically qualified Bidders will be opened on the prescribed date intimated by the Bihar Legislative Assembly Secretariat.

b. If a firm quotes NIL charges / consideration, the bid shall be treated as unresponsive and will not be considered.

c. The Bidder with lowest qualifying Commercial bid (L1) will be awarded 100% score (amongst the Bidders which got technically qualified). Financial Scores for other than

L1 Bidders will be evaluated using the following formula: Financial Score of a Bidder (Fn) = $\{(Financial\ Bid\ of\ L1/Financial\ Bid\ of\ the\ Bidder) \times 100\} \%$ (Adjusted to two decimal places).

i. B. Total Score Evaluation:

The method of selection is Quality cum Cost Based Selection (QCBS) using 75 and 25 weightages for quality (Technical bid score) and cost respectively.

The method of selection is Quality cum Cost Based Selection (QCBS) using 75% and 25 % weightages for quality (Technical bid score) and cost respectively.

The Bidder securing the highest Total Score will be adjudicated as the most responsive Bidder for award of the Project.

The following equation would be used to calculate the Total Score of the bidders based on the technical bid score and financial bid:

$$B_n = 0.75 * T_n + 0.25 * F_n$$

Where,

B_n = Total Score of Bidder

T_n = Technical score of the Bidder (out of maximum of 100 marks)

F_n = Normalized financial score of the Bidder

- Selected bidders shall be awarded with the work order and shall be invited to execute the MSA/Contract.

Results of the Bid opening shall be published by Bihar Legislative Assembly Secretariat.

Bihar Legislative Assembly Secretariat decision in this regard shall be final & binding and no further discussion/interface will be held with the bidders whose bids are technically disqualified /rejected. Evaluation of Technical Proposals by Bihar Legislative Assembly Secretariat shall not be questioned by any of the Bidders. Bihar Legislative Assembly Secretariat may ask Bidder(s) for additional information to verify claims made in Technical Bid documentation from the Bidder on the already submitted Technical Proposal at any point of time before opening of the bids.

SCOPE OF WORK & TECHNICAL SPECIFICATIONS

Bihar Legislative Assembly Secretariat intends to Select an eligible System Integrator Firm for Implementing National e-Vidhan Application (NeVA) at Bihar Legislative Assembly. The said work shall herein after be referred to as “Project”.

The scope of work covered under the RFP shall be the following:

- a. Carry out system study of the overall requirement along with gap analysis.
- b. Carryout implementation of National eVidhan Application (NeVA) software.
- c. Supply, Installation, Commissioning of required hardware’s and provide 3 years warranty support for all the hardware’s from the date of supply.
- d. Carryout orientation/training program for all stakeholders of the Bihar Legislative Assembly/Secretariat on the usage of the system.
- e. Supply of Manpower for Assembly Session Management and Operational Support for 36 months.

Stakeholders of Bihar Legislative Assembly:

S.N.	Description	Symbol	Qty.
1	Number of Hon’ble Members of Legislative Assembly	#Members	243
2	Number of Employees of Assembly Secretariat who will use computers.	#Employees	350
3	Number of Branches of Assembly Secretariat	#Branches	60

4	Number of State Accredited Media Persons	#Media	35 (Approx.)
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A. CARRYOUT SYSTEM STUDY OF THE OVERALL REQUIREMENT and Gap - Analysis

Selected System Integrator (SI) shall carryout study of various requirements for the successful implementation of NeVA as follows:

1. Overall hardware & Networking requirement
2. Enumerate existing hardware & Networking systems available.
3. Civil, Electrical & Furniture work required to carryout for implementation of NeVA Project.
4. Orientation/Training of stakeholders
5. Technical documentation
6. Operational support
7. Warranty

- SI shall submit system study outcome with recommendations for Business Process Re-engineering (BPR). SI shall obtain acceptance of Owner on the system study document before implementation.

B. CARRYOUT IMPLEMENTATION OF NATIONAL e-VIDHAN APPLICATION (NeVA) SOFTWARE

The selected system integrator shall successfully implement National eVidhan Application project at Bihar Legislative Assembly. They shall deploy the required skilled manpower for NeVA implementation at Bihar Legislative Assembly in a timebound manner.

C. SUPPLY, INSTALLATION, COMMISSIONING OF REQUIRED HARDWARE

The selected system integrator shall procure the required hardware and networking equipment's like laptops, desktops, peripherals, networking devices etc. from reputed brands, taking into consideration system already available and carryout the installation and successful commissioning of the same as part of NeVA implementation. All the hardware's procured shall be of good quality and should have a minimum of three years warranty. Hardware & Networking equipment's include those required for training as well.

The bidder shall provide the IT infrastructure as per the below consolidated minimum requirements. The bidder must consider already procured items by BLAS in this regard and use it suitably.

SL No	ITEMS	DESCRIPTION/Minimum Specification	QTY	REMARKS
1	Touch Screen Tablet Devices (MLA-243) for digital House	Android/Windows OS 12" touch Tablet	265	
2	Personal Computers (218 employees after gap analysis)	i3/ 256GB SATA SSD / 8GB Memory / Bluetooth and Wifi/USB KYD & Mouse/ NOODD / Win 10 / 19.5" Monitor	304	100 PCs over and above existing systems are already procured
3	Laptops	i5/8GB/512GB SSD 14inch screen, Windows OS	3	
4	ID Card Printers	Dual Side Card printer	1	
5	Scanners	Flatbed Scanner A4 Legal Size	4	
6	UPS (500 V A)	500VA UPS with 15 min backup	150	100 UPS procurement under process
7	UPS (2 KVA)	2kVA UPS with 15 min backup	26	
8	UPS (5 KVA)	5kVA UPS with 30 min backup	1	
9	UPS (10 KVA)	10kVA UPS with 30 min backup	3	
10	LAN Nodes	Passive Networking of the assembly building to incorporate the LAN nodes	749	
11	Wi-Fi Access Points	Indoor Wireless Access Points	30	
12	WAN Link	Firewall, Core Switches ,Access Switches with RPS	1	

13	VC Studio	HD Video Conferencing System, fixed and portable	2	
14	Projection System	LCD Projector with 3600 Lumen brightness display with projector screen	6	Procurement under Progress
15	Digital Board	65-inch interactive display panel with mounting kit	1	Procurement under progress
16	Display Panels	65-inch display panel with mounting kit	10	
17	Laptop/Tablets for All MLAs	Android Tablet with 10.3 HD Screen,4GB,128GB RAM storage	243	
18	M F Colour Printers	Multi-Function Colour printer Auto-duplex printing with WIFI and Ethernet port	30	Procurement under progress
19	Digital Audio Recordings	2-channel audio recorders can use USB memory, SD cards and CF cards Using USB memory, SD and CF cards, playback and recording of files in MP3 (44.1k/48 kHz) and WAV formats is possible (44.1k/48 kHz, 16/24-bit, 24-bit can only be played back) Built-in clock for time-stamping Coaxial digital audio inputs and outputs	2	Procurement under progress

20	Video Streaming Setup	<ul style="list-style-type: none"> • 1080p 60/30fps recording, • support for HDMI inputs and IP cameras and standard RTSP stream • Supports HDMI-embedded audio or analog stereo audio with 4 channels Audio Input mixing and gain control. • Flexible scaling and window processing, supports PIP, PBP and up to 4 windows layout and mixing • Advanced Scenes Switch • Webpage and plug n play GUI Director Interface • Built-in 1TB HDD storage or optional 2TB HDD 	2	
21	Office suite	Microsoft® Office Home and Business	304	150 office suites procurement under progress
22	e-Sign/DSC	Class 3 DSC – Signing and FIPS certified crypto token	400	
23	Digital Archives			Bidder has to do site visit and understand more details
24	Electrical/Airconditioning work			Bidder has to do site visit and understand more details
25	Civil Work			Bidder has to do site visit and understand more details
26	Manpower cost for 36 months (varied level)		30	

- ❖ More Items as required may be Procured by the date of allocation of work order. Those procurement should also be considered by the successful bidder for gap analysis and use it suitably.

Representative list of hardware /networking equipment and infrastructure to be included is as follows:

- ICT Infrastructure in all the branches of State Legislatures.
- Robust Network Infrastructure facilities with backup for high-speed LAN/WAN network, secured Wi-Fi network, Audio/Video telephony and other Network service for the use of Members of State Legislatures. MLAS.
- NeVA Seva Kendra (NSK) e-Facilitation Centre
- NeVA Seva Kendra (NSK) for e-Learning for 15/25 Members
- Media Centre for Accredited Journalists.
- Necessary Hardware/access devices in the Legislature for electronic delivery of Services such as electronic laying of all the assembly papers on the table of the House in e-book format. (like Tablets)
- Standard electronic platform to all the State's Ministries/Departments for electronic information interchange with the Legislature Secretariat

TRAINING PROGRAM FOR ALL STAKEHOLDERS OF BIHAR LEGISLATIVE ASSEMBLY.

The selected system integrator shall carryout the required training programs for the Honorable Members and employees to get well-versed with the NeVA system implemented at Bihar Legislative Assembly. The system integrator shall prepare a training schedule in consultation with the Bihar Legislative Assembly.

SUPPLY OF MANPOWER FOR ASSEMBLY SESSION MANAGEMENT AND OPERATIONAL SUPPORT

The selected system integrator shall deploy the required manpower for the Assembly Session Management and Operational Support for a period of three years as required with approval of BLAS.

S. No.	Manpower Category	Numbers	Qualification	Experience (yrs)
1	Web Administrator	1	B. Tech. / M.C.A.	6
2	Data Base Administrator	1	B. Tech. / M.C.A.	6
3	Senior Technical Support Professional	6	B. Tech. / M.C.A.	5
4	Operation Manager	1	B. Tech. / M.C.A.	5
5	Operation Assistant	5	B. Tech. / M.C.A.	3
6	Network Operation Professional	5	B. Tech. / M.C.A.	2
7	Technical Trainers	3	B. Tech. / M.C.A.	6
8	Technical Support Professionals	8	B. Tech. / M.C.A.	3

ANNEXURES

ANNEXURE 1

PROJECT REFERENCES

S. No	Item	Details
General Information		
1	Customer Name	
2	Name of the Contact Person and Contact details for the Project	
Brief Description of scope of Project		
Size of the Project		
3	Contract Value of the Project (in crore)	
Project Details		
4	Name of the Project	
5	Start Date / End Date	
6	Current Status (work in progress, completed)	
7	Contract Tenure	
8	Type of Project	

ANNEXURE 2

FORMAT OF BANK GUARANTEE

Whereas (hereinafter called "the Bidder") has submitted its bid dated For the supply of vide RFP No. dated KNOW ALL MEN by these presents that WE OF Having our registered office at (hereinafter called "the Bank") are bound unto Bihar Legislative Assembly Secretariat (hereinafter called "the Purchaser") in the sum of Rs. for which payment will and truly to be made of the said Purchaser, the Bank binds itself, its successors and assigns by these present.

THE CONDITIONS of the obligation are:

1. If the Bidder withdraws his bid during the period of bid validity specified by the Bidder on the Bid form or
2. If the Bidder, having been notified of the acceptance of his bid by the Purchaser during the period of bid validity
 - If a Bidder withdraws the proposal or changes any of the terms of the proposal after opening of the Proposal and during the period of Bid validity period or its extended period, if any.
 - If the bidder is found indulging in any corrupt, fraudulent or other malpractice in respectof the bid;
 - The Bidder fails or refuses to execute the Contract, if required; or
 - The Bidder fails or refuses to furnish the Performance Security, in accordance with the instructions to Bidders.

We undertake to pay to the Purchaser up to the above amount upon receipt of its first written demand, without the purchaser having to substantiate its demand, provided that in its demand, the purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to and including THIRTY (30) days after the Period of bid validity and any demand in respect thereof should reach the Bank not later than the specified date/dates.

Signature of the Bank Authority

Name

Signed in Capacity of

Name & Signature of witness

Full address of Branch

Address of witness

Tel No. of Branch

Fax No. of Branch

ANNEXURE 3

FORMAT FOR POWER OF ATTORNEY TO BE SUBMITTED BY BIDDER

SPECIAL POWER OF ATTORNEY

Know all men by these presents that we (name of Company) _____, incorporated in India under the Companies Act, 1956/2013 and having its Registered Office at _____ (India) ("Hereinafter called the Company") DOTH hereby nominate, constitute and appoint (Name, Designation) _____, S/o _____ to be true and lawful attorney in fact and at law of the Company for and in the name and on behalf of the Company, to do, execute and perform all or any of the following acts, deeds, matters and things namely:-

1. To represent the Company to all intents and purposes in connection with the matters pertaining to signing & submission of (RFP No, RFP Date, RFP Description) _____ and all affairs ancillary or incidental thereto.
2. AND the Company hereby agrees that all acts, deeds and things lawfully done by the said attorney shall be construed as acts, deeds and things done by the Company itself and the Company hereby undertakes to ratify and confirm all and whatever its attorney shall lawfully do or cause to be done for and on behalf of the Company by virtue of the powers hereby given.

In witness whereof (Name , Designation) _____ of the Company acting for and on behalf of the Company under the authority conferred by the Board of Directors of the Company in its _____ meeting held on (Date) _____ has signed this Power of Attorney at (place) _____ on this (Date) _____.

The signatures of (Name, Designation) _____ given below are hereby certified.

Signature: _____

SIGNATURES OF (Name, Designation) _____

CERTIFIED

Signature: _____

WITNESS: -

Signature: _____

(Name, Designation): _____

ANNEXURE 4

NO-CONVICTION CERTIFICATE

[To be submitted on the Letterhead of the Bidder]

Offer No.: _____

Date: _____

To

The Secretary-in-charge

Bihar Legislative Assembly Secretariat, Kranti Marg, Patna-800015

Sub: Self Declaration of not been blacklisted for [RFP No.] dated [RFP date]

Dear Sir,

This is to notify you that our Firm /Company/ Organization <provide Name of the Firm/ Company/ **Organization**> intends to submit a proposal in response to [RFP No.] dated [RFP date] for [RFP Name].

In accordance with the above, we declare that:

- a. We are not involved in any major litigation that may have an impact of affecting or compromising the delivery of goods / services as required under this [RFP No] dated [RFP date].

- b. We are neither banned/ debarred/ blacklisted/ put on holiday list nor action for banning / debarment / blacklisting / holiday listing has been initiated by any Central/ State Government/ agency of Central/ State Government of India or any other country in the world/ Public Sector Undertaking/ any Regulatory Authorities in India or any other country in the world for any kind of fraudulent activities on any ground including but not limited to indulgence in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice as on date of submission of the Bid.

Yours sincerely,

(Signature of the Authorized signatory of the Bidding Organisation)

Name:

Designation:

Contact details (including E-mail):

Business Address:

Date:

Seal:

ANNEXURE 5 - FINANCIAL PROPOSAL SUBMISSION FORM

[Location, Date]

The Secretary-in-charge,
Bihar Legislative Assembly Secretariat, Kranti Marg, Patna-800015

Dear Sir:

We, the undersigned, offer to provide “Selection of System Integrator for Implementing National e-Vidhan Application (NeVA) at Bihar Legislative Assembly” in accordance with your RFP dated xx-xx-xxxx, and our Technical Proposal. Our attached Financial Proposal is for the sum of [Insert amount(s) in words and figures*]. The amount is inclusive of all taxes, freight charges etc.

Our Financial Proposal shall be binding upon us up to expiration of the validity period of the Proposal. We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

We undertake that, in competing for (and, if the award is made to us, in executing) the above contract, we will strictly observe the laws against fraud and corruption in force in India namely “Prevention of Corruption Act, 1988”.

We understand you are not bound to accept any Proposal you receive.

Yours sincerely,

(Signature of the Authorized signatory of the Bidding Organisation)

Name:

Designation:

Contact details (including E-mail):

Business Address:

Date:

Seal:

COMMERCIAL BID FORMAT

Sl. No.	Description of the Item	Qty	Unit Price (INR)	GST (INR)	Total Price including GST (INR)
1					
2					
3					
4					
5					
6					
7					
8					
.....					
Total					

Total Price in words: _____.

(Signature of the Authorized signatory of the Bidding Organisation)

Name:

Designation:

Contact details (including E-mail):

Business Address:

Date:

Seal: