

Bid No.T-11014/57/2013-Tech/ (Part) Procurement/3Dated16May 2016

<b>Bid Document No.</b>	
<b>Issued to</b>	
<b>Date</b>	
<b>Signature &amp; stamp of UIDAI Official</b>	

**BID DOCUMENT**

**FOR**

**Supply, Installation, Commissioning and Support**

**for**

**Software**

**16 May, 2016**

**UNIQUE IDENTIFICATION AUTHORITY OF INDIA,  
DEPARTMENT OF ELECTRONICS AND INFORMATION TECHNOLOGY,  
GOVERNMENT OF INDIA,  
NEW DELHI**

Table of Contents

1 SECTION I – Invitation to Bid ..... 3

1.1 Preamble ..... 3

1.2 Schedule for Invitation to Bid ..... 3

1.2.1 Important Dates ..... 4

1.3 Check list..... 5

1.3.1 Check List of pre-qualification documents/supporting documents to be enclosed in the Technical Bid ..... 5

1.3.2 Check List of Annexe / Appendix to be enclosed in Technical Bid ..... 7

1.3.3 Check List of Annexe / Appendix to be enclosed in the Commercial Bid ..... 7

## 1 SECTION I – Invitation to Bid

### 1.1 Preamble

This invitation to bid is for “**Supply, Installation, Commissioning and Support for Software**” in the Data Centers of Unique Identification Authority of India in Hebbal (Bengaluru) and Manesar (Haryana).

- a) Bidders are advised to study the Bid document carefully. Submission of bids shall be deemed to have been done after careful study and examination of the bid document with full understanding of its implications. Sealed offers prepared in accordance with the procedures enumerated in **Clause 1 of Section II** should be submitted to UIDAI not later than the date and time laid down at the address given in the **Schedule for Invitation to Bid under Clause 1.2.1.**
- b) All Bids must be accompanied by an **EMD (Earnest Money Deposit) / Bid Security of Rs. 70,000/- (Rupees Seventy Thousand Only)** except those bidders who are registered with the Central Purchase Organisation, National Small Industries Corporation (NSIC) or with the Ministry of Communication and Information Technology (MCIT).
- c) The detailed Scope of Work has been included in the RFP for selection of Bidder for Supply, Installation, Commissioning and Support for Software. The Pre-Qualification criteria for the bidders should be fulfilled for consideration of the bid. The RFP can be downloaded from the UIDAI website or may be obtained by authorized representative of the bidder from Deputy Director (Technology), 9th Floor, Tower 1, Jeevan Bharti Building, Connaught Circus, New Delhi – 110001. The bid shall be submitted through authorized representative and paying tender fee of Rs. 100/- (Rupees One Hundred) in the form of a crossed Demand Draft from Nationalized or Scheduled Banks drawn in favour of "PAO, UIDAI, New Delhi", payable at New Delhi. The tender fee is non-refundable. The RFP will be available on all working days during office hours till the last date & time of submission of bids. The other details are available on the websites [www.uidai.gov.in](http://www.uidai.gov.in) and [www.eprocure.gov.in](http://www.eprocure.gov.in)

### 1.2 Schedule for Invitation to Bid

a)	Name of the Purchaser	<b>The President of India acting through the Director General &amp; Mission Director, Unique Identification Authority of India, DeitY, Govt. of India (GoI), 3 rd Floor, Tower II, Jeevan Bharti Building, Connaught Circus, New Delhi – 110001</b>
b)	Address at which bids	<b>The Deputy Director General (Technology)</b>

	are to be submitted in the tender Box provided at	<b>Unique Identification Authority of India (UIDAI), DeitY, Govt. of India (GoI), 9<sup>th</sup> Floor, Tower I, Jeevan Bharti Building, Connaught Circus, New Delhi – 110001</b>
<b>c)</b>	Closing Time and Date for receipt of bids	<b>On or before 1300 hours of 07 June, 2016</b>
<b>d)</b>	Name of the Contact Person for any clarification	<b>Assistant Director General (Technology), Unique Identification Authority of India (UIDAI), DeitY, Govt. of India (GoI), 9<sup>th</sup> Floor, Tower I, Jeevan Bharti Building, Connaught Circus, New Delhi – 110001 Queries should be submitted via E-mail and by paper copy through post E-mail – <a href="mailto:rajeev.anand@uidai.gov.in">rajeev.anand@uidai.gov.in</a></b>
<b>e)</b>	Date till which the response to the bid should be valid	<b>180 days from the date of opening of Bids.</b>

### 1.2.1 Important Dates

The following table provides information regarding the important dates of the Bid process for this Bid:

<b>Activity</b>	<b>Date</b>
Release / Issue of Bid Document	<b>16.05.2016</b>
Pre-Bid Meeting (Venue:- Conference Hall, 3 <sup>rd</sup> Floor, Tower II, UIDAI Hqr)	<b>15:00 Hrs 23.05.2016</b>
Last date for submission of written queries for clarifications on Bid document	<b>17:30 Hrs 27.05.2016</b>
Last date for reply to written queries of prospective bidders	<b>01.06.2016</b>
Last date & time of submission of Bids	<b>13:00 Hrs on 07.06.2016</b>
Opening of Technical Bids	<b>15:00 Hrs on 07.06.2016</b>
Opening of Commercial Bids	<b>Will be informed later</b>

**Note: The Purchaser shall not be responsible for non-receipt / non-delivery or late receipt of the Bid documents due to any reason whatsoever.**

### 1.3 Check list

Please check whether following have been enclosed in the respective covers, namely, **Technical Bid** and **Commercial Bid**:

#### 1.3.1 Check List of pre-qualification documents/supporting documents to be enclosed in the Technical Bid

S. No.	Pre-Qualification Condition	Whether Enclosed (Y/N)
(i)	Copy of acknowledgement from UIDAI for receipt of Bid Document Fee.	
(ii)	Bid Security (in original) of the prescribed amount as per <b>Section I - 1 (b)</b> and validity pursuant to <b>Clause 12 of Section II</b>	
(iii)	Bidder's Profile in the format prescribed in <b>Appendix D of Section VI</b>	
(iv)	The bidder should not be <b>blacklisted</b> / under a declaration of ineligibility for corrupt and fraudulent practices with any of the departments of the Central, State Governments and PSUs. Undertaking from bidder in this regard to be submitted.	
(v)	Bidder should have a valid Sales Tax Number/ VAT Number, PAN Number and PF code and to submit a self-attested copies of these documents.	
(vi)	OEM of Bidder should have ISO Certificate 9001 or any other equivalent or better quality certification.	
(vii)	The Bidder should be an Information Technology (IT) Company and should have been in the business of manufacture/sale/installation and commissioning of hardware and software quoted in this bid, for the last <b>5 years</b> ending 31.03.2016. The bidder should provide Manufacture Authorization Form from OEM as per Tech Bid <b>Annexe 4.1.8</b> of OEMs of Hardware and software.	
(viii)	The Bidder should have average annual turnover of <b>Rs.1.15 Crore (One Crore Fifteen Lakh only)</b> from sales of Hardware, software and Services <b>in India</b> in the last three financial years ended on 31.03.2016. The average turnover refers to the average turnover of the company and not the composite turnover of its subsidiaries/sister concerns, etc. The bidder must submit copy Memorandum of Association (MOA), Audited Balance Sheets and Profit & Loss Account Statement for last 3	

	financial years ended on 31.03.2015 along with the bid. However, in the case of non-availability of audited balance sheets, a Certificate from the Statutory Auditor/Chartered Accountant of the Bidder's Company certifying the turnover of the Bidder in the last three financial years would be acceptable.	
(ix)	<p>The bidder must have completed at least</p> <p>a) <b>the value of at least Rs. 20 lakh (Twenty Lakh only)</b> <b>Or</b></p> <p>b) <b>Two Projects of the value of at least Rs. 13 Lakh (Thirteen Lakh only)</b> <b>Or</b></p> <p>c) <b>Three (3) purchase orders in India each of the value of at least Rs. 10 Lakh (Ten Lakh only)</b> comprising of supply, installation and commissioning of Hardware, software and Services in the last 5 financial years ended on 31.03.2016. For each of such order, the bidder should submit the following :</p> <p>d) Copy of each such purchase order clearly indicating the value of the Order.</p> <p>e) A certificate in original from the Statutory Auditor/ Chartered Accountant / Company Secretary/ Director of the bidder's company indicating and certifying the value of the components relating to supply, installation and commissioning of Hardware and software.</p> <p>f) A copy of completion certificate from respective customers indicating satisfactory execution of such order/contract /payment milestones of customer.</p>	
(x)	The bidder must be a <b>registered company in India registered under Companies Act 1956</b> and shall provide valid registration certificate of incorporation and have its own maintenance/support infrastructure facilities in India in respect of all goods/services covered in this bid.	
(xi)	The bidder should provide the support at UIDAI office in Bengaluru and NCR Delhi/Manesar.	
(xii)	Notarized Power of Attorney executed by the Bidder in favor of the person signing the bid document certifying him as an authorized signatory for the purpose of this Bid	
(xiii)	Bidder should provide the MAF (as per Annexure 4.1.8) from all the OEM of product as asked in Section V	

**1.3.2 Check List of Annexe / Appendix to be enclosed in Technical Bid**

S. No.	Description	Whether Enclosed (Y/N)
(i)	Bid Particular under Technical Bid (Annexe 4.1.1)	
(ii)	Technical Bid Letter (Annexe 4.1.2)	
(iii)	Declaration For The Goods Offered (Annexe 4.1.3)	
(iv)	Statement of Deviation(s) from Schedule of Requirements (Annexe 4.1.4)	
(v)	Statement of Deviation(s) from Tender Terms & Conditions (Annexe 4.1.5)	
(vi)	Delivery Schedule (Annexe 4.1.6)	
(vii)	Warranty (Annexe 4.1.7)	
(viii)	Manufacturer's Authorization Form (Annexe 4.1.8)	
(ix)	Statement of Undertaking from OEM (Appendix E)	

**Important Note:**

- a) List as per section 1.3.1 and 1.3.2 should be duly filled, signed and placed in the wax sealedcover containing "Technical Bid". The Annexures supporting the above list shall also be placed in the wax sealedcover containing the Technical bid.

**1.3.3 Check List of Annexe / Appendix to be enclosed in the Commercial Bid**

S. No.	Description	Whether Enclosed (Y/N)
(i)	Bid Particulars under commercial Bid (Annexe 4.2.1)	
(ii)	Commercial Bid Letter (Annexe 4.2.2)	
(iii)	Cost of Software and support for three years (Annexe 4.2.3)	

**Important Note:**

- a) This list should be duly filled, signed and placed in the wax sealedcover containing the Technical Bid cover labeled "Technical Bid".
- b) The Annexures supporting the above list shall be placed in the wax sealedcover containing the Commercial bid Cover labeled "Commercial Bid".