

**GUJARAT SCHEDULE CASTE DEVELOPMENT
CORPORATION (GSCDC)
(Government of Gujarat)**

**TENDER DOCUMENT
FOR
SELECTION OF SERVICE PROVIDER
FOR
DEVELOPMENT AND MAINTENANCE OF
WEB APPLICATION**

**Bid Processing Fee: Rs. 5,000/- (Non Refundable)
Earnest Money Deposit: Rs. 2,00,000/- (Refundable)**

**(February 2017)
Tender No: SW27022017124**



**Gujarat Informatics Ltd
Block No. 1, 8th floor, Udyog Bhavan,
Sector-11, Gandhianagar-382017, Gujarat
Ph No. 23259240, Fax: 23238925.
www.gil.gujarat.gov.in**

**Last date of receipt of pre-bid queries: 4th March, 2017 up to 1500 hrs.
Date of Pre-Bid Meeting: 8th March, 2017 at 1500 hrs.
Last date of Submission of Bid: 24th March, 2017 up to 1500 hrs.
Opening of Technical Bid: 24th March, 2017 at 1600 hrs.**

Abbreviations

- **GoG:** Government of Gujarat
- **SJED:** Social Justice & Empowerment Department
- **GSCDC:** Gujarat Schedule Caste Development Corporation
- **GIL:** Gujarat Informatics Limited
- **NSFDC:** National Scheduled Castes Finance and Development Corporation
- **SP:** Service Provider
- **SI:** System Integrator
- **CMMi:** Capability Maturity Model Integration
- **SLA:** Service Level Agreement
- **MIS:** Management Information System
- **OEM:** Original Equipment Manufacturer
- **IPR:** Intellectual Property Rights
- **SDC:** State Data Center

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SECTION I: INVITATION FOR BIDS (IFB)

COMPETITIVE BIDDING FOR SELECTION OF SERVICE PROVIDER FOR DEVELOPMENT AND MAINTENANCE OF WEB APPLICATION

1. Request for Proposal for Selection of Service Provider for System Analysis, design, development, testing, implementation and maintenance of complete web application for Gujarat Schedule Caste Development Corporation of Social Justice & Empowerment Department for the period of 5 years of maintenance.
2. The bidder shall be responsible for providing all types of applications/services, as mentioned in Tender document & Scope of Work, as a part of this project.
3. Please note that this bid document is not for actual award of contract / work order but to call the rates as per the financial bid for Development and Maintenance of Web Application.
4. Actual award of contract will follow the conditions as per this document. This document is given for enabling the bidders to know the tender conditions so as to guide them in filling up the technical bid and the quoting rates for Development and Maintenance of Web Application.

Sr. No.	Information	Details
1.	Last date for submission of written queries for clarifications only by e-mail as predefined format 2.1	4th March, 2017 up to 1500 hrs. e-mail ID: viveku@gujarat.gov.in amitp@gujarat.gov.in
2.	Place, date and time for Pre bid conference	8th March, 2017 at 1500 hrs. Conference Room, Gujarat Informatics Ltd. Block No. 1, 8 th Floor, Udyog Bhavan, Gandhinagar
3.	Last date and time for submission of Bid security/EMD, Bid Processing fees, Affidavit (as per prescribed format given at Form 12) in GIL physically	24th March, 2017 up to 1500 hrs.
4.	Last date and time for submission of proposals (Technical and commercial) (Online)	24th March, 2017 up to 1500 hrs.
5.	Place, date and time for opening of technical proposals	24th March, 2017 at 1600 hrs. Conference Room, Gujarat Informatics Ltd. Block No. 1, 8 th Floor, Udyog Bhavan, Gandhinagar
6.	Contact person for queries	Director (e-Governance), Gujarat Informatics Limited
7.	Address for communication	Director (e-Governance), Gujarat Informatics Ltd. Block No. 1, 8 th Floor, Udyog Bhavan, Gandhinagar
8.	Place, date and time for opening of financial/commercial proposal	The place, date and time for opening of financial/commercial proposal will give to the technically qualified bidder later on.
9.	Bid validity	180 days

5. **All bids must be submitted online on <https://gil.nprocure.com> website**
6. Bidders shall submit **Bid processing fees** of Rs. 5,000 in the form of **Demand Draft** in the name of "Gujarat Informatics Ltd." payable at Gandhinagar along with the covering letter.
7. Bidders shall submit **Bid security/EMD** of Rs. 2,00,000 in the form of **Demand Draft OR** in the form of an **unconditional Bank Guarantee (which should be valid for 9 months from the last date of bid submission)** of any Nationalized Bank (operating in India having branch at Ahmedabad/ Gandhinagar) in the name of "Gujarat Informatics Ltd." payable at Gandhinagar **as per prescribed format attached in this document (Form 10)** and must be submitted along with the covering letter.
8. Bidders shall submit the affidavit physically at GIL IN ORIGINAL on Non-Judicial Stamp Paper of Rs 100/- duly attested by First Class Magistrate/ Notary public as per GR No. SPO-10-2008-794-CH dated 7th December, 2016 of IMD. (as per prescribed format given at Form 12)
9. The sealed cover should super scribe as "Bid Processing fees, Bid Security/EMD and Affidavit (as per attached format Form 12) for the tender for Selection of **"Service Provider for Analysis, design, development, testing, implementation and maintenance of complete web application for Gujarat Schedule Caste Development Corporation of Social Justice & Empowerment Department."**
10. Technical Bids will be opened in the presence of Bidders or their representatives who choose to attend on the specified date and time.
11. In the event of the date specified for receipt and opening of bid being declared as a holiday for GIL office the due date for submission of bids and opening of bids will be the following working day at the appointed times.
12. Financial bids of only those bidders who qualify on the basis of evaluation of technical bids will be opened.
13. Bid validity period is 180 days.

SECTION II: INSTRUCTIONS TO BIDDERS (ITB)

1 Definitions

1. "Applicable Law" means the laws and any other instruments having force of law in India as they may be issued force and in force from time to time.
2. "Proposals" means proposals submitted by bidders in response to the RFP issued by GSCDC/GIL for selection of consulting firm/company.
3. "Competent Authority" means the Managing Director, Gujarat Informatics Limited, Gandhinagar
4. "Committee" means I.T. committee of the Social Justice & Empowerment Department.
5. "Contract Price" means the price payable to the consulting firm/company on the panel of GSCDC/GIL under the Contract for the complete and proper performance of its contractual obligations.
6. "SP" means Service Provider, any private or public entity, which will provide the services to GSCDC/GIL under the contract.
7. "Contract" means the Contract signed by the parties along with the entire documentation specified in the RFP
8. "Day" means working day
9. "Effective date" means the date on which the contract comes into force and effect.
10. "Government" means State Government of Gujarat.
11. "SJED" means Social Justice & Empowerment Department, Block No-5, 8th Floor, New Sachivalaya, Gandhinagar, Gujarat.
12. "GSCDC" means Gujarat Schedule Caste Development Corporation of Social Justice & Empowerment Department, Block-10, 2nd Floor, Dr. Jivraj Mehta Bhavan, Gandhinagar.
13. "GIL" means Gujarat Informatics Limited, Block No.1, 8th Floor, Udyog Bhavan, Gandhinagar – 382 017, Gujarat.
14. "Services" means the work to be performed by the SP pursuant to the selection by GSCDC/GIL and to the contract to be signed by the parties in pursuance of any specific assignment awarded to them by GSCDC/GIL.
15. The "Bid Document" and "Tender Document" are the same

2 Pre-qualification Criteria

The firm/company meeting the following eligibility criteria will be considered for Technical Bid evaluation

No	Pre-Qualification Criteria	Documents Required
1.	The company should be registered under Companies Registration act 1956 or 2013.	Copy of Certificate of Incorporation
2.	Bidder should have at least 3 years experience in similar IT Projects/Solutions as on March 2016.	Copy of Certificate + Work Order
3.	The bidder must have turnover of at least Rs. 3 crore for each of the last three financial years or cumulative of Rs. 9 crore in last three years (2013-14, 2014-15, 2015-16) as on 31 st March, 2016 from Software/IT product Development and Software Support service activities. It should not include Hardware procurement & Third party software license procurements.	Audited Financial Balance sheet and Profit & Loss statement of last three years as on 31-03-2016, CA Certificate from the statutory auditor.
4.	Bidder should have completed/ongoing at least 3 projects of Web Applications (Excluding Hardware and Manpower) each of value more than 40 lacs in the last three years (2013-14, 2014-15, 2015-16)	Completion Certificates from the client + Work Order
5.	The Bidder Should have CMMi (level 3 or above) or ISO 9001:2000 in IT Related Services.	Copy of Certificate
6.	Bidders should not be under a declaration of ineligibility for corrupt and fraudulent practices issued by Government of Gujarat and / or black-listed by Gujarat Government departments.	Self-Declaration as attached format Form 11
7.	The Bidder has to submit the affidavit physically at GIL IN ORIGINAL on Non-Judicial Stamp Paper of Rs 100/- duly attested by First Class Magistrate/ Notary public as per GR No. SPO-10-2008-794-CH dated 7th December, 2016 of IMD.	format of Affidavit is attached at Form 12
8.	Bidder should not have violated / infringement of any Indian or foreign trademark, patent, registered design or other intellectual property rights.	Certificate / affidavit regarding non-violation / infringement of any Indian or foreign trademark, patent, registered design or other intellectual property rights.
9.	The bidder must have one office in Gujarat. In case, bidders do not have office in Gujarat, bidder should give undertaking to open office in Gujarat within 45 days from the date of work order.	Please attach the copy of any of the following: Property tax bill/Electricity Bill/Telephone Bill/VAT/CST Registration /Lease agreement. Or Self declaration.
10.	No Consortium will be allowed.	-

All supporting documents are to be uploaded in our e-Tendering website <https://gil.nprocure.com>.

3 Cost of Bidding

The Bidder shall bear all the costs associated with the preparation and submission of its bid, and GIL will in no case be responsible or liable for these costs, regardless of conduct or outcome of bidding process.

A. THE BIDDING DOCUMENTS

1 Contents of Bidding Documents

1.1 The bid must be submitted online on <https://gil.nprocure.com>

1.2 The Bidder is expected to examine all instructions, forms, terms and specifications in the bidding documents and on <https://gil.nprocure.com>. Failure to furnish all information required by the bidding documents in format or submission of a bid not substantially responsive to the bidding documents in every respect will be at the Bidder's risk and may result in rejection of its bid.

2 Pre-Bid Conference/Clarification of Bidding Documents

2.1 A prospective Bidder requiring any clarification of the bidding documents may seek clarifications of his/her queries submitted on the date indicated under section I of this document. GIL/GSCDC will respond to any request for the clarification of any bidding documents, which receives before date mentioned for submission of queries.

The queries should necessarily be submitted in the following format:

S. No.	RFP Document Reference(s) (Clause & Page Number(s))	Content of RFP requiring Clarification(s)	Points of clarification
1.			
2.			
3.			
4.			

2.2 The Responses of the pre bid queries will be upload on <https://gil.nprocure.com> and <http://gil.gujarat.gov.in/>

3 Amendment of Bidding Documents

3.1 At any time prior to the deadline for submission of bids, GIL may, for any reason, whether on its own initiative or in response to the clarification may change their bid online through <https://gil.nprocure.com>.

3.2 In order to allow prospective bidders reasonable time to consider the amendments while preparing their bids, GIL at its discretion, may extend the deadline for the submission of bids.

B. PREPARATION OF BIDS

4 Language of Bid

4.1 The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid exchanged by the Bidder and GIL shall be in English language. Supporting documents and printed literature furnished by the bidder may be in another language provided they are accompanied by an appropriate translation of the

relevant document in the English language and in such a case, for purpose of interpretation of the Bid, the translation shall govern.

5 Documents Comprising the Bid

- 5.1** The Technical Bid and Financial Bid must be submitted online through the e-Tendering website of <https://gil.nprocure.com> using digital signatures.
- 5.2** The bid documents and addendums (if any) together shall be considered as final and self-contained bid documents not withstanding any previous correspondence or document issued by GIL

6 Bid Form

- 6.1** The Bidder shall complete the Technical Bid and a Financial Bid furnished with this document giving details as per the format mentioned in the e-Tendering website <https://gil.nprocure.com>.

7 Bid Prices

- 7.1** The Bidder shall indicate the prices in the format mentioned in Financial Bid.
- 7.2** Following points need to be considered while indicating prices:
 - 7.2.1** The prices quoted should also include, inland transportation, insurance and other local costs incidental to delivery of the goods and services to their final destination within the state of Gujarat
 - 7.2.2** The rates of any Indian duties, VAT and other taxes which will be payable by the Client on the goods(if any) if this contract is awarded, should be quoted separately;
 - 7.2.3** Invoicing shall be from Gujarat only.
- 7.3** The Bidder's separation of the price components in accordance with the ITB Clause 7.2 above will be solely for the purpose of facilitating the comparison of bids by GIL and will not in any way limit the Client's right to contract on any of the terms offered.
- 7.4** Sharing of responsibility (between GSCDC and the bidder) of procurement of various types of software shall be as under:
 - 7.4.1** The prices quoted shall be inclusive of the cost of server operating system and the licensed software required for actual running of applications deployed (i.e. Server Operating system, Database software etc).
 - 7.4.2** GSCDC shall have all the rights to select any of the above options without justifying reasons thereof.
 - 7.4.3** In case, the bidders choose to quote zero, nil or amount or blank, it will be his risk and the same shall in no way restrict the scope of the work.
 - 7.4.4** The full IPR for the entire software will rest with the GSCDC. The same would be applicable to copyrights. The SP shall sign any/all the documents in this regard and hand over the source code, Meta data details etc. to the GSCDC before release of final payment on completion of training and implementation of solution.

8 Bid Currency

- 8.1** Prices shall be quoted in Indian Rupees only.

9 Bid Security/Earnest Money Deposit

- 9.1** Bid security/ Earnest Money Deposit Rs. 2,00,000/- (Rupees only) in the form of **Demand Draft OR** in the form of an **unconditional Bank Guarantee (which should be valid for 9 months from the last date of bid submission)** of any Nationalized Bank (operating in

India having branch at Ahmedabad/ Gandhinagar)in the name of “Gujarat Informatics Ltd.” payable at Gandhinagar (as per prescribed format given at as per prescribed format given at Form 10) and must be submitted along with the covering letter.

- 9.2 Proposals not accompanied by EMD shall be rejected as non-responsive.
- 9.3 The successful bidder’s bid security will be discharged from GIL only after the signing of the contract and submission of performance security.
- 9.4 Unsuccessful bidder’s EMD will be discharged / refunded as promptly as possible, but not later than 30 days of the validity period of the bid.
- 9.5 The EARNEST MONEY DEPOSIT shall be forfeited:
 - 9.5.1 If a Bidder withdraws its bid during the period of Bid validity specified by the Bidder on the Bid Form;
 - 9.5.2 Or in case of a successful Bidder, if the Bidder fails to sign the Contract; or to furnish the performance security.
- 9.6 No exemption for submitting the EMD will be given to any agency.

10 Period of Validity Bids

- 10.1 Bids shall be valid for 180 days after the date of bid opening prescribed by GIL. A Bid valid for a shorter period shall be rejected by GIL as non-responsive.
- 10.2 In exceptional circumstances, GIL may solicit the Bidder’s consent to an extension of the period of validity. The request and the responses thereto shall be made in writing. The Bid security period provided under ITB Clause 10 shall also be suitably extended. A Bidder may refuse the request without forfeiting its bid security. A Bidder granting the request will not be permitted to modify its bid.
- 10.3 Bid evaluation will be based on the bid prices and technical bid without taking into consideration the above corrections.

11 Format and Signing of Bid

- 11.1 The Bidders have to submit the bid on the e-Tendering website <https://gil.nprocure.com>. All supporting documents in the form of scanned copies submitted online should have sign and seal of the bidder.
- 11.2 Before filling in any of the details asked for. Bidders should go through the entire bid document and get the required clarifications from GIL during the pre-Bid conference.

C. SUBMISSION OF BIDS

12 Sealing and Marking of Bids

- 12.1 All bids must be submitted online through <https://gil.nprocure.com> as per the formats mentioned therein using digital signatures.
- 12.2 Telex, cable, e-mailed or facsimile bids will be rejected.

13 Deadline for Submission of Bids

- 13.1 Bids must be submitted online not later than the time and date specified in the Invitation for Bids (Section I). In the event of the specified date for the submission of Bids being declared as a holiday for GIL, the bids will be received up to the appointed time on the next working day.
- 13.2 GIL may, at its discretion, extend this deadline for submission of bids by amending the bid documents in accordance with ITB Clause 3, in which case all rights and

obligations of GIL and Bidders previously subject to the deadline will thereafter be subject to the deadline as extended.

14 Late Bids

14.1 Late bids will not be accepted.

15 Modification and Withdrawal of Bids

15.1 The Bidder may modify or withdraw his bid before the last date of submission of bids through the e-Tendering website <https://gil.nprocure.com>.

15.2 No bid may be modified subsequent to the deadline for submission of bids.

15.3 No bid may be withdrawal in the interval between the deadline for submission of bids and the expiration of the period of the bid validity specified by the Bidder on the Bid Form. Withdrawal of a bid during this interval may result in the Bidder's forfeiture of its bid security, pursuant to ITB Clause 10.

D. BID OPENING AND EVALUATION OF BIDS

16 Opening of Bids by GIL

16.1 GIL will open all bids (only Technical Bids at the first instance), in the presence of Bidder or his representative who choose to attend, and at the following address :

Gujarat Informatics Ltd, Block No. 1, 8th Floor, Udyog Bhavan, Gandhinagar.

The Bidder's representative who is present shall sign an attendance register evidencing their attendance. In the event of the specified date of Bid opening being declared holiday for GIL office, the Bid shall be opened at the appointed time and location on the next working day.

16.2 The Bidder's names, bid modifications or withdrawal, bid prices, discounts, and the presence or the absence of requisite bid security and such other details, as GIL, at its discretion, may consider appropriate, will be announced at the time of opening.

16.3 Bids that are not opened and read out at bid opening shall not be considered for further evaluation, irrespective of the circumstances.

16.4 Financial Bids of only those bidders who qualify on the basis of evaluation of technical bid will be opened in the presence of the qualified bidders of their representatives at pre-specified time and date which will be communicated to the qualified bidders well in advance.

17 Clarification of Bids

17.1 During evaluation of bids, GIL may, at its discretion, ask the Bidder for a clarification of its bid. GIL may also ask for rate analysis of any or all items and if rates are found to be unreasonably low or high, the bid shall be treated as non-responsive and hence liable to be rejected. The request for a clarification and the response shall be in writing and no change in prices or substance of the bid shall be sought, offered or permitted.

18 Preliminary Examination

18.1 GIL will examine the bids to determine whether they are complete, whether any computational errors have been made, whether sureties have been furnished, whether the documents have been properly signed, and whether the bids are generally in order.

- 18.2** Prior to the detailed evaluation, pursuant to ITB Clause 19, GIL will determine the substantial responsiveness of each bid to the bidding documents. For purposes of these Clauses, a substantially responsive bid is one, which confirms to all the terms and conditions of the bidding documents without material deviation. Deviations from or objections or reservations to critical provisions such as those concerning Performance Security (AOC Clause 26), Applicable law (GCC Clause 31) and Taxes and duties (GCC Clause 32) will be deemed to be material deviations. GIL determination of a bid's responsiveness is to be based on the contents of the bid itself without recourse to extrinsic evidence.
- 18.3** If a Bid is not substantially responsive, it will be rejected by GIL and may not subsequently be made responsive by the Bidder by correction of the non-conformity.
- 18.4** Conditional bids are liable to be rejected.

19 Technical and Commercial evaluation

- 19.1** GSCDC/GIL will form an evaluation Committee or it may be done by IT Committee which will evaluate the proposals submitted by the bidders for a detailed scrutiny. During evaluation of proposals, GSCDC/GIL, may, at its discretion, ask the bidders for clarification of their Technical Proposals.
- 19.2** The bidders are expected to provide all the required supporting documents & compliances as mentioned in this RFP. Any deviation from the same will lead to the disqualification.
- 19.3** During the technical evaluation, GSCDC/GIL may seek the clarification in writing from the bidder, if required. If bidder fails to submit the required clarifications in due time, the technical evaluation will be done based on the information submitted in the technical bid. The price bid will be opened of the bidders whose technical bids are fully complied and who have scored 60% in technical evaluation. At any point of time, if GSCDC/GIL feels that the bidder is hiding any information which will affect the project cost in short or long run, GSCDC/GIL may reject his bid without assigning any reason or explanation.
- 19.4** Financial bids of only those bidders who qualify on the basis of evaluation of technical bids will be opened. Only without tax values will be considered for financial evaluation.
- 19.5 Technical Evaluation Criteria:**

Sr. No	Particulars	Points System	Max Marks
1	No. of years since the bidder is engaged in similar IT projects/solutions business, (as on 31.03.2016)	3 to <5 years = 07 Marks 5 to <7 years =10 Marks >=7 years = 15 Marks	15
2	Quality Certifications	ISO 9001:2008 for software development =3 Marks ISO 27001 = 3 Marks ISO 20000 = 3 Marks CMMI 3 = 3 Marks or CMMI 5 = 6 Marks	15

3	Average Turnover of company for last 3 years as on 31 st March 2016 (i.e. FY 2013-14, 2014-15 and 2015-16)	3 to < 5 cr = 10 Marks 5 to < 7 cr = 15 Marks >=7 cr = 20 Marks	20
4	No. of “similar” Development projects completed/ongoing in last 3 years each of value more than 40 lakh (i.e. FY 2013-14, 2014-15 and 2015-16).	3 -4 projects = 10 Marks 5 -6 projects = 15 Marks >6 projects = 20 Marks	20
5	No. of Government Projects in Web applications completed/ongoing in last 3 years each of value more than 40 lacs (i.e. FY 2013-14, 2014-15 and 2015-16)	1 projects = 10 Marks > 1 projects = 15 Marks	15
6	No. of full time IT professionals, involved in Project Management, System design, System analysis, software development & coding, Testing.	51-75 = 07 Marks 76-100 = 10 Marks >=101 = 15 Marks	15
Total			100 Marks
Cut Off Marks			60 Marks

Note: Minimum 60 marks out of 100 required to qualify for the financial bid opening.

19.6 Financial Bid evaluation:

The Commercial bid of those bidders who qualify in the technical evaluation will only be opened. All other Commercial bids will not be opened. The Commercial bids of the technically qualified bidders will be evaluated and ranked in increasing order of financial quotations, i.e. the L1 bidder will be given the highest rank followed by all other bidders in increasing order.

Note: Agency with lowest financial score (L1 Bidder) will be invited for negotiations.

20 Contacting GIL/GSCDC

20.1 Subject to ITB Clause 17, no Bidder shall contact GIL/GSCDC on any matter relating to its bid, from the time of the bid opening to the time of contract is awarded. If he wishes to bring additional information to the notice of GIL/GSCDC, he should do so in writing. GIL/GSCDC reserves its right as to whether such additional information should be considered or otherwise

20.2 Any effort by a Bidder to influence GIL in its decision on bid evaluation, bid comparison or contract award may result in disqualification of the Bidder’s bid and also forfeiture of his bid security amount.

E. AWARD OF CONTRACT

21 Post-qualification

21.1 An affirmative determination will be a prerequisite for the award of the contract to the Bidder. A negative determination will result in rejection of Bidder’s bid, in which event the department will proceed to the next lowest evaluated bid to make a similar determination of the Bidder’s capabilities to perform the contract satisfactorily.

22 Award Criteria

- 22.1** Subject to ITB Clause 24, GSCDC will award the contract to the successful bidder decided as per the evaluation procedure mentioned in ITB clause no. 19 mentioned above.
- 22.2** GSCDC reserves the right to award the contract to the Bidder whose bid may not have been determined as the lowest evaluated bid, provided further that the Bidder is determined to be qualified to perform the contract satisfactorily.

23 GSCDC/GIL's Right to Accept Any Bid and to reject any or All Bids

- 23.1** GSCDC/GIL reserve the right to accept or reject any bid, and to cancel the bidding process and reject all bids at any time prior to award of Contract, without thereby incurring any liability to the affected Bidder or bidders or any obligation to inform the affected Bidder or bidders of the grounds for GIL' action.

24 Notification of Awards

- 24.1** Prior to the expiration of the period of the bid validity, concerned GSCDC will notify the successful bidders in writing, to be confirmed in writing by registered letter, that his bid has been accepted.
- 24.2** The notification of award will constitute the formation of the Contract.

25 Signing of Contract

- 25.1** At the same time as GSCDC notifies the successful Bidder that its bid has been accepted, GSCDC will send the bidder the Contract Form, incorporating all the agreements between two parties.
- 25.2** Within 15 days of receipt of the Contract Form, the successful bidder shall sign and date the contract and return it to GSCDC.

26 Performance Security

- 26.1** The successful Bidder has to furnish a security deposit so as guarantee his/her (Bidder) performance of the contract
- 26.2** The Successful bidder has to submit Performance Bank Guarantee @ 10% of total order value within 15 days from the receipt of notification of award from "GIL" from all Nationalized Bank including the public sector bank or Private Sector Banks authorized by RBI or Commercial Bank or Regional Rural Banks of Gujarat or Co-Operative Bank of Gujarat (operating in India having branch at Ahmedabad/Gandhinagar) as per the G.R. No. EMD/10/2015/508/DMO dated 27.04.2016 and 14.06.2016 issued by Finance Department or further instruction issued by Finance department time to time (as per attached Form 9).
- 26.3** The Performance Security shall be in the form of Bank Guarantee valid for 5 years from the date of actual start of operation.
- 26.4** If the O & M support required to be extended for further two years after the expiry of warranty of five years then the period of PBG should also be extended.
- 26.5** The proceeds of the performance security shall be payable to GSCDC as compensation for any loss resulting from the Service Provider's failure to complete its obligations under the Contract.
- 26.6** The Performance Security shall be denominated in Indian Rupees
- 26.7** Within 15 days of the receipt of notification of award from "GIL", the successful bidder shall furnish the performance security in accordance with the Conditions of the Contract, in the performance security Form provided in the bidding documents in the Performa prescribed in the Tender.

- 26.8** The Performance Security will be discharged by GIL and returned to the Bidder on completion of the bidder's performance obligations under the contract.
- 26.9** In the event of any contract amendment, the bidder shall, within 21 days of receipt of such amendment, furnish the amendment to the Performance Security, rendering the same valid for the duration of the Contract, as amended for further period.
- 26.10** No interest shall be payable on the PBG amount. GSCDC may invoke the above bank guarantee for any kind of recoveries, in case; the recoveries from the bidder exceed the amount payable to the bidder.

27 Corrupt or Fraudulent Practices.

- 27.1** GSCDC requires that the bidders under this tender observe the highest standards of ethics during the procurement and execution of such contracts. In pursuance of this policy, GSCDC defines for the purposes of this provision, the terms set forth as follows:
- a) "Corrupt practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of the public official in the procurement process or in contract execution; and
 - b) "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or a execution of a contract to the detriment of GSCDC, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive GSCDC of the benefits of the free and open competition;
- 27.2** GSCDC shall reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices and same shall be conveyed to Dept of Science & Technology/GIL or black listed by any of the Department of Government of Gujarat in competing for the contract in question.
- 27.3** GSCDC shall declare a firm ineligible, and black listed either indefinitely or for a stated period of time, to be awarded a contract if it at any time determines that the firm has engaged in corrupt and fraudulent practices in competing for, or in executing, a contract. The same shall be conveyed to Dept of Science & Technology/GIL.

28 Interpretation of the clauses in the Tender Document / Contract Document

- 28.1** In case of any ambiguity in the interpretation of any of the clauses in Bid Document or the Contract Document, GIL's interpretation of the clauses shall be final and binding on all parties.
- 28.2** However, in case of doubt as to the interpretation of the bid, the bidder may make a Written request prior to the pre-bid conference to GSCDC / GIL

GSCDC/GIL may issue clarifications to all the bidders as an addendum. Such an addendum shall form a part of the bid document /Contract document.

SECTION III: GENERAL CONDITIONS OF CONTRACT

1 Definitions

1.1 In this Contract, the following terms shall be interpreted as indicated:

- a) "The Contract" means the agreement entered into between GSCDC and the service provider, as recorded in the Contract Form Signed by the parties, including all the attachments and appendices thereto and all documents incorporated by reference therein;
- b) "The Contract Price" means the price payable to the service provider under the Contract for the full and proper performance of its contractual obligations;
- c) "Services" means to Design, Develop, Implement, testing and maintenance of web application and other obligations of the service provider covered under the Contract;
- d) "GCC means the General Conditions of Contract contained in this section.
- e) "GSCDC" means Gujarat Schedule Caste Development Corporation availing the service from the SP.
- f) "The Client's Country" is the country named in GCC.
- g) "The SP means service provider" means the individual or firm supplying the and / or Services under this Contract.
- h) "Day" means a working day.
- i) "Critical deliverables" means the deliverables supplies by SP
- j) "Time required for approval" means the time lapsed between the date of submission of a critical deliverables (complete in all respect for all the business functions /services) and the date of approval excluding the intermediate time taken by the Service Provider for providing clarifications/modifications and communication.
- k) "Software" means the design, develop and testing of application as per requirement of GSCDC.
- l) The "Go-Live" means the Web application is ready in all respect (designing, development, testing & implementation of all modules listed in Scope of work and first used by the citizen/department users.
- m) The "Bid Document" and "Tender Document" are the same.

2 Application

2.1 These General Conditions shall apply to the extent that provisions in other parts of the Contract do not supersede them.

3 Country of Origin

3.1 All Services rendered under the Contract shall have their origin in the member countries and territories eligible i.e. India

3.2 The origin of Services is distinct from the nationality of the service provider.

4 Standards

4.1 The software supplied under this Contract shall conform to the standards and when no applicable standard is mentioned; to the authoritative standard appropriate to the country of origin and such standards shall be the latest issued by the concerned institution.

5 Use of Contract Documents and Information

5.1 The service provider shall not, without GSCDC's prior written consent, disclose the Contract, or any provision thereof, or any specification, plan, drawing, pattern, sample or information furnished by or on behalf of the in connection therewith, to any person

other than a person employed by the service provider in performance of the Contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.

- 5.2 The service provider shall not, without GSCDC's prior written consent, make use of any document or information enumerated in GCC Clause 5.1 except for purposes of performing the Contract.
- 5.3 Any document, other than the Contract itself, enumerated in GCC Clause 5.1 shall remain the property of GSCDC and shall be returned (in all copies) to GSCDC on completion of the service provider's performance under the Contract if so required by GSCDC.
- 5.4 The service provider shall permit GSCDC to inspect the service provider's accounts and records relating to the performance of the service provider and to have them audited by auditors appointed by GSCDC, if so required by GSCDC.

6 Patent Rights, Copyright

- 6.1 The Service Provider shall indemnify GSCDC/Gujarat Informatics Ltd against all third-party claims of infringement of copyright, patent, trademark or industrial design rights arising from use of the Goods or any part thereof in India.
- 6.2 When the SP will develop any customized solution for GSCDC as part of project, then the copyright/IPR of that customized solution will be with the GSCDC/Gujarat Informatics Ltd. The bidder cannot sell or use (fully / partly) that software for his other customers without written consent from Government of Gujarat.
- 6.3 The GSCDC shall have the right to use the source and customized code for any other Govt. Department/Boards/Corps or entity if required.

7 Inspection/Testing

7.1 Application :

- 7.1.1 GSCDC or its representative shall have the right to inspect and/or to test the software or work of the SP to confirm their conformity to the Contract specifications at no extra cost to the GSCDC.
- 7.1.2 As per Govt. Of Gujarat circular dated 10th March 2006, the applications must be tested at EQDC, GIDC, Gandhinagar or at the location specified by GSCDC at the cost of SP. The SP must include testing cost in their financial bid. The different types of tests that has to be performed through EQDC/other competent agency are as mentioned below:

Functional testing	Volume testing
Stress/Load testing	Usability testing
Performance testing	Security testing
Facility testing	Configuration testing
Recovery testing	Documentation testing
Procedure testing	Install ability testing
Storage testing	Serviceability testing

7.2 Application Security Audit:

- 7.2.1 In addition to inspection & testing, the SP shall also be responsible to get application security audited by CERT-In Empanelled application security Auditors at the cost of the SP and submit the Security Audit Clearance Certificate issued by CERT-In Empanelled Security Auditors.
 - 7.2.1.1 The SP must submit the test results to GSCDC.

- 7.2.1.2 Should any inspected or tested software fail to conform to the specifications, the GSCDC may reject the software and the SP shall either replace/redevelop the rejected software or make alterations necessary to meet specification requirements free of cost to GSCDC.
- 7.2.1.3 GSCDC's right to inspect, test and, where necessary, reject the software / deliverable after the software deployment at Project Site shall in no way be limited or waived by reason of the software previously been inspected, tested and passed by GSCDC for its representative prior to the software deployment.
- 7.2.1.4 No clause in the RFP document releases the SP from any warranty or other obligations under this Contract.
- 7.2.1.5 The inspection of the working of the developed software shall be carried out to check whether the software is in conformity with the requirements described in the contract. The tests will be performed after completion of installation and commissioning of all the software at the site of installation. During the test run of software, no malfunction, partial or complete failure of any module of software or bugs in the software is expected to occur. All the software should be complete and no missing modules/sections will be allowed. The SP shall maintain necessary logs in respect of the result of the test to establish to the entire satisfaction of GSCDC, the successful completion of the test specified. An average uptime efficiency of 99% for the duration of test period shall be considered as satisfactory. On successful completion of acceptability test and after GSCDC is satisfied with the working of the software on the, the acceptance certificate of GSCDC will be issued. The date on which such certificate is signed shall be deemed to be the date of successful commissioning of the software.
- 7.2.1.6 Before the Application modules are taken over by GSCDC, the SP shall supply operation manuals. These shall be in such details as will enable GSCDC to use the software as stated in the specifications. The documentation shall be in the English/Gujarati language and in such form and numbers as stated in the contract document. Unless and otherwise agreed, the software shall not be considered to be complete for the purpose of taking over until such documentation has supplied to GSCDC.

8 Change Request Orders

- 8.1 GSCDC may, at any time, by written order given to the SP make changes within the general scope of the Contract in any one or more of the following:
 - 8.1.1 Designs, specifications, requirements of which software or service to be provided under the Contract are to be specifically developed / rendered for GSCDC;
 - 8.1.2 The place of delivery; and/or the Services to be provided by the SP.
- 8.2 Training of personnel of the GSCDC in terms of hours/subjects will be without any additional cost.
- 8.3 If any such change causes an increase or decrease in the cost of, or the time required for, the SP's performance of any provisions under the Contract, equitable adjustments shall be made in the Contract value or delivery schedule, or both, and the Contract shall accordingly be amended. Any claims by the SP for adjustment under this clause must be asserted within thirty (30) days from the date of the SP's receipt of the GSCDC's change order.

9 Delivery of Documents

- 9.1 Design/Development/Coding/implementation/maintenance of the software shall be made by the service provider in accordance with the terms specified by GSCDC in the Notification of Award.
- 9.2 Upon deployment of the solution / completion of the assigned work under the service, service provider shall notify GSCDC accordingly.

10 Deployment of Software

- 10.1 Service provider must deploy the solution at the places specified by GSCDC at the time of the contract and ensure smooth running of that solution. Service provider needs to provide all the necessary things like CD media, etc. at every deployment site for assuring minimum down time of the system.

11 Prices

- 11.1 Prices payable to the service provider as stated in the Contract shall remain firm and fixed during the performance of the Contract.
- 11.2 The prices quoted should not be conditional/optional and it should be in line with the technology. The bidder should not submit conditional/optional bids. Conditional/optional bids are liable to be rejected outright.

12 Contract Amendments

- 12.1 No variation in or modification of the terms of the Contract shall be made except by written amendment signed by the parties.

13 Assignment

- 13.1 The service provider shall not assign, in whole or in part, its obligations to perform under the Contract, except with GSCDC's prior written consent.

14 Delays in the supplier / service provider's Performance

- 14.1 Delivery of the software and performance of the Services shall be made by the service provider in accordance with the time schedule specified by GSCDC in the contract document.
- 14.2 If any time during performance of the Contract, the service provider should encounter conditions impeding timely delivery of the Goods and performance of Services, the service provider shall promptly notify GSCDC in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the service provider's notice, GSCDC shall evaluate the situation and may, at its discretion, extend the service provider's time for performance with or without a penalty, in which case the extension shall be ratified by the parties by amendment of the Contract. Any such extension of time limit, even if it is due to unforeseen circumstances beyond control of both the SP and GSCDC, shall be at no extra cost to GSCDC.
- 14.3 Except as provided under GCC Clause 20, a delay by the service provider in the performance of its delivery obligations shall render the service provider liable to the imposition of a penalty pursuant to GCC Clause 18, unless an extension of time is agreed upon pursuant to GCC Clause 21(b) without the application of the penalty.

15 Termination for Default

- 15.1 GSCDC may, without prejudice to any other remedy for breach of contract, by written notice of default sent to the service provider, terminate the Contract in whole or part:

- 15.1.1 if the service provider fails to deliver any or all of the services within the period(s) specified in the Contract, or within any extension thereof granted by GSCDC; or
- 15.1.2 If the service provider fails to perform any other obligation(s) under the Contract.
- 15.1.3 If the service provider, in the judgment of GSCDC has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.

For the purpose of this Clause:

“Corrupt practice” means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution.

“Fraudulent practice: a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Borrower, and includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Borrower of the benefits of free and open competition;”

If the Service Provider fails to conform to the quality requirement laid down/third party inspection/consultants opinion.

16 Force Majeure

- 16.1 Notwithstanding anything contained in the tender, the SI shall not be liable for liquidated damages or termination for default, if and to the extent that, it's delay in performance or other failures to perform its obligations under the agreement is the result of an event of Force Majeure.
- 16.2 For purposes of this clause, “Force Majeure” means an event beyond the control of the service provider and not involving the service provider’s fault or negligence and not foreseeable. Such events may include, but are not limited to, acts of the Purchaser either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
- 16.3 If a force Majeure situation arises, the service provider shall promptly notify GSCDC in writing within 10 days of such conditions and the cause thereof. Unless otherwise directed by GSCDC in writing, the service provider shall continue to perform its obligations under the Contract as far as it is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure.

17 Limitation of Liability

- 17.1 In no event shall either party be liable for any indirect, incidental, consequential, special or punitive loss or damage including but not limited to loss of profits or revenue, loss of data, even if the party shall have been advised of the possibility thereof. In any case, the aggregate liability of the bidder, whatsoever and howsoever arising, whether under the contract, tort or other legal theory, shall not exceed the total charges received as per the Contract, as of the date such liability arose, from the Purchaser, with respect to the goods or services supplied under this Agreement, which gives rise to the liability.

18 Termination for Insolvency

- 18.1 GSCDC may at any time terminate the Contract by giving written notice to the Supplier / service provider, if the Supplier / service provider becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the Supplier /

service provider, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to GSCDC.

19 Termination for Convenience

- 19.1 GSCDC by written notice sent to the service provider, may terminate the Contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that termination is for GSCDC's convenience, the extent to which performance of the service provider under the Contract is terminated, and the date upon which such termination becomes effective.
- 19.2 The services / software that is complete and ready for rendering / deployment within 30 days after the service provider's receipt of notice of termination shall be accepted by GSCDC at the Contract terms and prices. For the remaining services, GSCDC may elect:
 - 19.2.1 To have any portion completed and delivered at the Contract terms and prices; and/or
 - 19.2.2 To cancel the remainder and pay to the service provider an agreed amount for partially completed services / software and for services / software previously procured by the service provider.

20 Right to use defective software/equipment

- 20.1 If after delivery, acceptance and installation and within the guarantee and warranty period, the operation or use of the software/equipment proves to be unsatisfactory, the Purchaser shall have the right to continue to operate or use such software/equipment until rectification of defects, errors or omissions by debugging / repair or by partial or complete replacement is made without interfering with GSCDC's operation.

21 Supplier / service provider Integrity

- 21.1 The service provider is responsible for and obliged to conduct all contracted activities in accordance with the Contract using state-of-the-art methods and economic principles and exercising all means available to achieve the performance specified in the Contract.

22 Supplier / service provider's Obligations

- 22.1 The service provider is obliged to work closely with GSCDC's staff, act within its own authority and abide by directives issued by GSCDC.
- 22.2 The service provider will abide by the job safety measures prevalent in India and will free GSCDC from all demands or responsibilities arising from accidents or loss of life the cause of which is the service provider's negligence. The service provider will pay all indemnities arising from such incidents and will not hold GSCDC responsible or obligated.
- 22.3 The service provider is responsible for managing the activities of its personnel or sub-contracted personnel and will hold himself responsible for any misdemeanors.
- 22.4 The service provider will treat as confidential all data and information about GSCDC, obtained in the execution of his responsibilities, in strict confidence and will not reveal such information to any other party without the prior written approval of GSCDC.

23 Patent Rights

- 23.1 In the event of any claim asserted by a third party of infringement of copyright, patent, trademark or industrial design rights arising from the use of the Goods or any part thereof in GSCDC, the service provider shall act expeditiously to extinguish such claim. If the service provider fails to comply and GSCDC is required to pay compensation to a third party resulting from such infringement, the service provider shall be responsible for the

compensation including all expenses, court costs and lawyer fees. GSCDC will give notice to the service provider of such claim, if it is made, without delay.

24 Site Preparation and Installation

24.1 GSCDC is solely responsible for the preparation of the sites in compliance with the technical and environmental specification defined by the service provider. GSCDC will designate the installation sites before the scheduled installation date to allow the service provider to perform a site inspection to verify the appropriateness of the sites before the deployment of software. This activity should be undertaken immediately after signing of the contract with GSCDC so that there is no delay in implementation of software due to site problems. The Hardware/software requirement report should be submitted within the first 30 days after signing of the Contract with GSCDC.

25 Proposed timelines for Implementation from the date of issuance of work order (4 months)

Activity	Timelines in Weeks	Deliverables
T=Date of Signing of Contract		
Project Initiation & Team Mobilization	T1= (T +1)	<ul style="list-style-type: none"> ♦ Detailing of Project Plan ♦ Detailing of Resource Profile
Conceptualization, As-Is, BPR and To-be	T2= (T1 + 2)	♦ Conceptualization report (Identification of the services in consultation with GSCDC)
	T3= (T2+2)	<ul style="list-style-type: none"> ♦ User Requirement Specifications Report ♦ As-Is Report, Business Process Re-engineering Report, To-Be Report
Procurement of System Software like Server OS, Database etc.	T3= (T2 +2)	♦ Paper license certificate in the name of dept.
Completion of Design, Development & Coding of Web Application	T4= (T3+8)	<ul style="list-style-type: none"> ♦ Software Requirement Specifications Report ♦ Architecture & DB design Report ♦ Deployment Plan
Testing & UAT	T5= (T4+2)	<ul style="list-style-type: none"> ♦ Test Cases ♦ Test Reports ♦ UAT Sign-off Certificate
Application Training & Handholding Support of all the modules	T6= (T5+1)	Training & Change Management report, Training Schedule / Plan, Satisfactory Training Completion Feedback Report
Commissioning & Go-Live	T7= (T6+2)	Certificate of successful commissioning
5 years Warranty period for Operation and Maintenance support after Go-Live	T8 = (T7+5 years)	Operation and Maintenance support for five years after Go-Live

26 Payment Schedule

Sr.No	Activity	Payment (%)
1	Conceptualization, URS, As-Is, BPR and To-be	20% of payment will be released as per Annexure A, if completed within the time frame mentioned in RFP
2	Design, Development & Coding of Web Application, SRS, DB Design	30% of payment will be released as per Annexure A, if completed within the time frame mentioned in RFP as per
3	Testing & UAT	20% of payment will be released as per Annexure A, if completed within the time frame mentioned in RFP as per
4	Training of officials and Handholding Support	15% of payment will be released as per Annexure A, if completed within the time frame mentioned in RFP
5	Commissioning & Go-Live	15% of payment will be released as per Annexure A, if completed within the time frame mentioned in RFP
6	License Software	100% after submission of the licenses details and verified by GSCDC. As per Annexure B.
7	ATS/AMC of Database & Server OS Licensing	Paid yearly after end of each year. As per Annexure C
8	5 years Warranty period for Operation and Maintenance support after Go-Live	equally in each quarter, Payment will be divided into 20 quarterly installments as Successful bidder quoted in Annexure D

27 Unconditional Bid

27.1 Bidders shall not put any condition of any kind in the Technical and Financial Bid, failing which the bid shall be rejected as non-responsive.

28 No Variable Cost in Financial Bid

28.1 Bids with the variable costs / rates shall not be considered and shall be rejected as non-responsive at the discretion of GSCDC.

29 Resolution of Disputes

29.1 In this regard GSCDC doesn't go for any arbitration on dispute and GSCDC's decision will be final and binding on the service provider.

30 Governing Language

30.1 The contract shall be written in English language. All correspondence and other documents pertaining to the Contract, which are exchanged by the parties, shall be written in the same language.

31 Applicable Law

31.1 The Contract shall be interpreted in accordance with the laws of the Union of India and that of State of Gujarat.

32 Taxes and Duties

32.1 Service providers shall be entirely responsible for all taxes, duties, license fees, octroi, road permits, etc., incurred until delivery of the contracted software / service to GSCDC. However, VAT/Service Tax in respect of the transaction between GSCDC and the service provider shall be payable extra, if so stipulated in the Notification of Award.

33 Binding Clause

33.1 All decisions taken by GIL regarding the processing of this tender and award of contract shall be final and binding on all parties concerned.

34 Subcontract/Outsource

34.1 As per the provision in Electronics & IT/ITeS Start-up Policy Resolution No. ITS/10/2015/5284/IT dated 6th June, 2016 issued by Department of Science & Technology; in e-Governance project undertaken by Government Departments or its Boards, Corporations or parastatal bodies getting grants from the Government, the chosen solution provider or system integrator will pass on job work or will outsource part of the work of a value ranging between 5% to 10% of the contract value to the eligible startups and to students of shortlisted Technical Colleges in Gujarat. In such arrangements, the responsibility of meeting SLAs (Service Level Agreements) will continue to belong to the solution provider or the system integrator.

SECTION IV: SERVICE LEVEL AGREEMENT (SLA) & PENALTY CLAUSE

The purpose of this Service Level Agreement (hereinafter referred to as SLA) is to clearly define the levels of service which shall be provided by the SP to GSCDC for the duration of the contract for providing Applications, Training, Operation and Maintenance support against the stated scope of work. GSCDC shall regularly review the performance of the services being provided by the SP and the effectiveness of this SLA.

Definitions

For purposes of this Service Level Agreement, the definitions and terms as specified in the contract along with the following terms shall have the meanings as set forth below:

- "Uptime" shall mean the time period for which the specified services / components with specified technical and service standards are available to GSCDC and users. Uptime, in percentage, of any Central IT component can be calculated as:
$$\text{Uptime \%} = (\text{uptime}) / (\text{Total Time} - \text{Maintenance Time}) * 100$$
- "Downtime" shall mean the time period for which the specified services / components with specified technical and service standards as per SLAs are not available to GSCDC and users and excludes the scheduled outages planned in advance for the GSCDC central IT infrastructure.
- "Incident" refers to any event / abnormalities in the functioning of GSCDC specified services that may lead to disruption in normal operations of GSCDC services.
- "Response Time" shall mean the time taken (after the incident has been reported at the concerned reporting center), in resolving (diagnosing, troubleshooting and fixing) or escalating to (the second level, getting the confirmatory details about the same and conveying the same to the end user), the services related troubles during the first level escalation.
- The resolution time: the resolution time is the time taken for resolution of the problem and this includes provisioning of the work around to immediately recover the situation. The resolution time shall vary based on the severity of the incident reported.

1.1 Categories of SLAs

This SLA document provides for minimum level of services required as per contractual obligations based on performance indicators and measurements thereof. The SP shall ensure provisioning of all required services while monitoring the performance of the same to effectively comply with the performance levels. The services provided by the SP shall be reviewed by GSCDC against this SLA. The SP shall:

- Discuss escalated problems, new issues and matters still outstanding for resolution.
- Review of statistics related to rectification of outstanding faults and agreed changes.
- Obtain suggestions for changes to improve the service levels.

The following measurements and targets shall be used to track and report performance on a regular basis. The targets shown in the following table are applicable for the duration of the contract.

1.1.1 Implementation related penalty of service levels

Development of Solution

These SLAs shall be strictly imposed and a software audit/certification shall be carried out at the sole discretion of GSCDC for certifying the performance of the applications against the target performance metrics as outlined in the table below:

Service Category	Target	Severity	Penalty
Successful completion of Development of solution.	As per delivery Schedule	Critical	A Penalty of 0.5% of contract value of Software per week delay, upto maximum of 10%.
Testing & UAT of all the modules	As per delivery Schedule	Critical	A Penalty of 0.5% of contract value of Software per week delay, upto maximum of 10%.
Product Training & Handholding Support of solution.	As per delivery Schedule	Medium	A Penalty of 0.5% of contract value of Software per week delay, upto maximum of 10%.
Commissioning & Go-Live	As per delivery Schedule	Medium	A Penalty of 0.5% of contract value of Software per week delay, upto maximum of 10%.

Note: If the bidder is not adhering to the individual milestones as defined in the delivery schedule, the cumulative penalty will be levied for the delayed weeks, at the sole discretion of GSCDC. If delay exceeds maximum delay weeks at the particular milestone, GSCDC may have rights to terminate the contract. In that case the Performance Bank Guarantee of the bidder will be forfeited.

The SLA applicable after the implementation shall be purely measured on the availability of the services at site.

1.1.2 Operational Related Penalty

For Software Uptime

No	Measurement	Target	Penalty
1	Application Availability Downtime required for maintenance, new initiatives undertaken by SP or for Performance enhancement measures shall not be considered while calculating product availability. All major maintenance shall be carried out in a planned manner after announcing it across the platform. Any planned shutdown will be done only between 9 pm and 8 am.	>= 99%	INR 1,00,000 for every 12 hours of downtime at a stretch or in parts on a quarterly basis. And INR 10,000 for every subsequent hour of downtime at a stretch or in parts for total down time more than 12 hours on a quarterly basis.

SECTION V: SCOPE OF WORK

The Scope includes System Analysis, design, development, testing, implementation and maintenance of complete web application for Gujarat Schedule Caste Development Corporation of Social Justice & Empowerment Department.

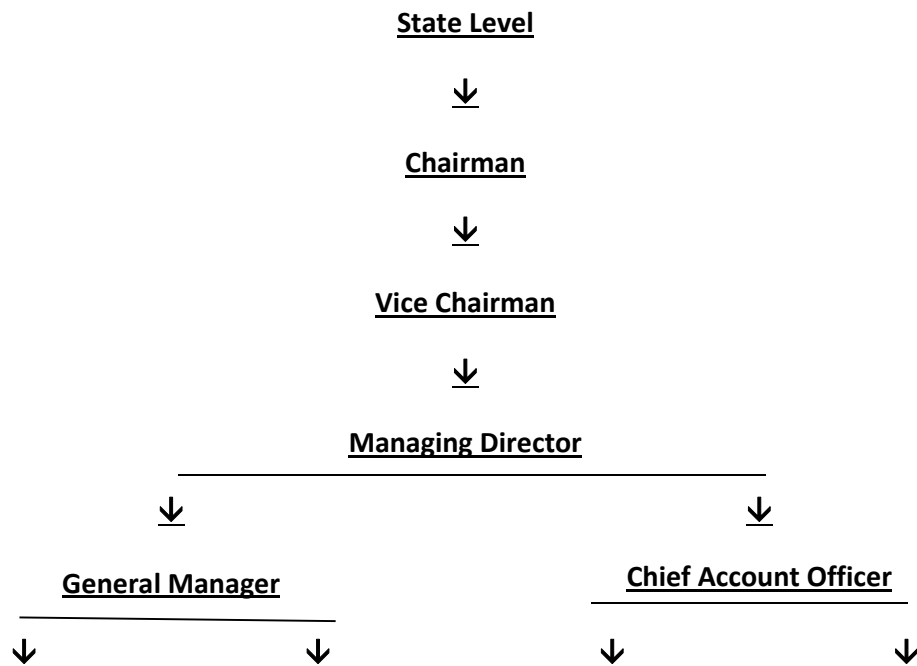
Background

1. Gujarat Schedule Caste Development Corporation (GSCDC) was established at the state capital to provide financial assistance to the Schedule Caste (SC) people.
2. Originally GSCDC was established as “Harijan Vikas Board” with effect from 5/5/1975 under Societies Registration Act, 1860.
3. This Board was converted into a limited Company under the Indian Companies Act, 1956 as “Gujarat Scheduled Castes Economic Development Corporation Ltd” w.e.f. 22/11/1979.
4. Corporation registered under company act, was converted into statutory Corporation from 15/8/1996 as “Gujarat Scheduled Castes Development Corporation” under “ The Gujarat Scheduled Castes Development Act, 1985”
5. The authorized share capital of the corporation is Rs. 50.00 crore. Paid up share capital of this corporation is Rs. 42.28 crore. (State Contribution Rs.24.75 crore and Central Contribution Rs.17.53 crore)

Objectives

The objective of this Corporation is to provide financial assistance, in the form of loan and subsidy to the persons belonging to the Scheduled Castes living below the poverty line in Gujarat, and to bring them above the poverty line within a definite time frame.

Organization structure



Manager (Adm)

Manager (Plan)

Manager (Finance)

Manager (Recovery)



District Level



District Manager

Project Background

The primary scope of the project is to develop a fresh and customized web based application covering entire workflow of GSCDC.

To digitize the functional operations of the GSCDC and its various beneficiary schemes. Beneficiaries will access this system to avail these schemes.

The key stakeholders and users of the proposed application are:

Application Owner	Application Users	Other Stakeholders
GSCDC Authorities and Officials	Beneficiaries	1. Department of Social Justice & Empowerment, Govt. of Gujarat/India 2. NSFDC

The workflow of the proposed system is expected to cater following functional operations:

For GSCDC:

1. Funds / Grants Management from GoI / NSFDC to GSCDC
2. Schemes availability to beneficiaries
3. Loan Application, Verification and Processing
4. Loan Management, Recovery and Defaulter Management
5. Reconciliation and book-keeping in line with Funds under which loans are granted
6. Financial Accounting of GSCDC including preparation of Balance Sheet and P&L

For Beneficiaries (Users):

1. Information of various Financial Aid schemes of department including eligibility, applicability etc.
2. Application Process, verification and loan granting
3. On-line Loan Account Management and closure
4. Beneficiary Profile management including recovery, default, legal cases and eligibility for other schemes

For Other Stakeholders:

1. Grant Management

2. Reconciliation of funds with various schemes

Services to be provided by the SP

- Design, Development and Maintenance of the web application
- The scope of work mentioned is indicative and the SP shall carry out actual study and prepare URS, SRS and SDS based on the actual requirements of client.
- Carry out study of the existing business processes to thoroughly understand the functional and operational mechanism and collect requirement. Broad activities would include:
 - Understand input data and report requirements
 - Collect existing forms and report formats
 - Prepare cases scenario
 - Interact with concerned officials and review of the existing systems, applications
 - Assess existing applications from the perspective of integration with other application.
 - Design application screens, forms, modules and develop the application as per the requirements
 - Independent assessment of the requirements of the concerned department and prepare SRS document
 - Prepare and maintain various design documents to develop secure and scalable application software.
 - Document all the changes incorporated in the application software and also improves the documentation of existing user / system reference manuals of different modules wherever it is necessary and possible.
 - Ensure developed application modules meets guidelines and standards in terms of security features, application architecture etc.

Department Schemes

Different schemes being run by the corporation for the benefit of SC people are as follows:

1. Bankable Scheme
2. NSFDC Scheme (Direct Finance Scheme)
3. Skill Development Scheme
4. Education Scheme (NSFDC Scheme)
5. Government of Gujarat Scheme (Direct Finance Scheme)

Three schemes (Bankable Scheme, NSFDC Scheme and Skill Development Scheme) are illustrated below; The SP has to design and develop similar type of work flow for other two schemes (Education Scheme, Government of Gujarat Scheme)

1. BANKABLE SCHEME

Under this scheme, from the list of Bankable Schemes published by the Cottage Industries Department, financial aid in form of Loans are given through the Nationalized Banks and Gramin Banks and Co-operative Bank up to a unit cost of up to 2 lakhs.

1.1 SUBSIDY

Under this scheme, a subsidy amount of maximum upto Rs. 10,000/- or 50% of the loan amount whichever is less, is credited in the account of the eligible BPL (Below Poverty Line) beneficiaries. The amount of subsidy is to be given by the Corporation from the Special Central Assistance Scheme.

1.2 ELIGIBILITY CRITERIA FOR BENEFICIARIES

- Resident of Gujarat state & belong to Scheduled Castes
- Age between 18 to 60 years.
- Annual income not to exceed Rs. 47,000/ - in Rural areas and Rs.68,000/- in Urban areas.
- Should not be a defaulter in any Govt. agency or any other financial institutions.
- Beneficiary should be unemployed and capable for business.

1.3 APPLICATION FORM

Application forms would be available from

- Respective District Manager's office or Taluka Panchayat Office on presentation of Ration Card, free of cost.
- It will also be available on website of Social Justice and Empowerment, Govt. of Gujarat (copy of Application Form is attached)

1.4 PROCESS FOR APPLICATION

- The Process of advance is being carried out by district offices of the Corporation through Nationalized Banks for occupation/trading, for cottage and small scale occupations of Scheduled Castes persons having income Criteria.
- Applicant collect the blank form and fill up the all detail and attached with required documents and submit the Application to the District Manager's Offices of GSCDC or Social Welfare Officer along with following documents:
 - Address Proof
 - Age Proof
 - ID Proof
 - Address Proof of Business
 - Quotation of Required Amount with TIN number
 - Caste Certificate (SC)
 - Income Certificate
- The district offices take into account the rules for this, get application form of genuine applicant filled, and after preliminary scrutiny send the application to the respective Nationalized Bank along with proper documents.
- Registers of Recommendation applications are maintained at district level. In case of application not sanctioned, the work of personally contacting the beneficiary.
- In bankable scheme, in respect of cases of advance sanctioned, securing proposal of subsidy from the Nationalized Bank in a form prescribed for subsidy, making necessary entry in a register, order sanctioning subsidy is made, and the process of payment of subsidy is carried out.

1.5 APROVAL OF APPLICATION

- The applications are Approved / Sanctioned and Disbursed by the respective Nationalized Bank as per bank's criteria of loan approval and sanctioning.

1.6 NUMBER OF APPLICATIONS PROCESSED IN A YEAR

- Approximately 10000 Applications are sponsored by the District Offices of GSCDC to the All Nationalized Bank and co-operative banks per year.

2. NSFDC (National Scheduled Castes Finance and Development Corporation) SCHEME (DIRECT FINANCE SCHEME)

- NSFDC is an institution under Ministry of Social Justice & Empowerment, Government of India for financing, facilitating and mobilizing funds for the economic empowerment of persons belonging to the Scheduled Castes families living below Double the Poverty Line. NSFDC finances income generation schemes for the target group through the State Channelizing Agencies (SCAs) nominated by respective State/UT Governments. Gujarat Schedule Castes Development Corporation (GSCDC) is also State Channelizing Agencies for Gujarat State.

2.1 Main Functions of NSFDC

1. Financing income generating schemes for the SCs through the State Channelizing Agencies (SCAs) and other recognized institutions nominated by the respective State /UT Governments.
2. Providing Term Loan , mahila Samrudhdhi and Micro-Credit Finance to the target group through the SCAs.
3. Providing Educational Loan to the eligible scheduled caste students for pursuing full-time professional/technical educational courses in India or abroad.
4. Providing grants for skill development programmers through the SCAs.

The GSCDC loans at an interest rate of 4 % to 8 % to beneficiaries belonging to the Scheduled Castes having annual income double below the poverty line (for rural area Rs. 98,000/- and for urban area Rs.1,20,000/-) with the collaboration of the National Scheduled Castes Finance and Development Corporation. Financial Share Contribution of NSFDC towards the loan is from 60 to 75 %, Contribution of beneficiary is 2 % to 5 % and the contribution of the Corporation is 20 to 35 %. Under these schemes loan is given for different purposes to secure self-employment.

Approx. Amount disbursed per year from NSFDC: 21 crore

Approx. beneficiaries per year: 3,000 to 4,000

2.2 ELIGIBILITY CRITERIA FOR BENEFICIARIES

- Resident of Gujarat state & belong to Scheduled Castes
- Age between 21 to 50 years.
- Annual income not to exceed Rs. 98,000/ - in Rural areas and Rs.1,20,000/- in Urban areas.

- Should not be a defaulter of any Govt. agency or any other financial institutions.
- Beneficiary should be unemployed and capable for business.
- For purchase of vehicle, details of driving license and authorization/badge are compulsory requirement for such beneficiaries.

2.3 APPLICATION FORM

- When the Scheme is Sanction by NSFDC then after Applications are invited by giving advertisement in the newspapers and the application forms would be available from respective District Manager's office.
-
- Application forms would be available from
- Respective District Manager's office or Taluka Panchayat Office on presentation of Ration Card, free of cost.
- It will also be available on website of Social Justice and Empowerment Department, Govt. of Gujarat

2.4 PROCESS FOR APPLICATION FORM

- Applicant collect the blank form from District Offices or our Web site and fill up the all detail and attached with required documents as per the following checklist and submit the Application to the District Manager's Offices of GSCDC.
- The district offices take into account the rules for this, get application form of genuine applicant filled, and does preliminary scrutiny for eligibility of granting a loan.
- Then after District Officer invite the District Level Selection Committee. The District Level Selection Committee 'Member are as under.
 - (1) Board of Director.
 - (2) Deputy Director (SC)
 - (3) RTO
 - (4) District Manager
 - (5) Representative of Head Office.
- The District Level Selection Committee decide 'Recommendation Applications' and not 'Recommendation Applications' and sent list to Head Office.
- Then after invited the State Level Selection Committee. The State Level Selection Committee 'Member are as under.
 - (1) Chairman.
 - (2) Vice Chairman
 - (3) Managing Director
 - (4) Director (SC)
 - (5) Deputy Secretary (SC)
 - (6) RTO
 - (7) General Manager

2.5 SELECTION OF BENEFICIARIES

- The State Level Selection Committee Selects the Beneficiaries.
- Selected Beneficiaries are providing Require Loan Document, Agreement and Guarantors to District Office.

- Then after District Officer submitted the proposal for Disbursement to the Head Office.
- Head Office disbursement the loan.

2.6 STAKE HOLDERS IN THE SCHEME

- Beneficiary
- Head Offices of Gujarat Scheduled Castes Development Corporation
- District Offices of Gujarat Scheduled Castes Development Corporation
- National Scheduled Caste Finance and Development Corporation, New Delhi.

2.7 SUPPORTING DOCUMENTS CHECKLIST

- Address Proof
- Age Proof
- ID Proof
- Address Proof of Business
- Quotation of Required Amount
- Caste Certificate (SC)
- Loan Agreement
- Guarantor Documents

2.8 DESIRED REPORTS

- Statement summary grant received from NSFDC
- Loan credit register (scheme/district/taluka wise) (Grant received from NSFDC)
- Loan debit register (scheme/district/taluka wise) (Distribution of Grant to districts)
- Maintains Ledger of Beneficiaries (calculation of EMI, Principal, Interest, Penalty, Outstanding, etc.)
- Calculation of GSCDC share, NSFDC share and Beneficiaries share in different Loan schemes
- Automatic calculation of NSFDC loan, interest, principal and penalty in recovery installment
- Monthly or Daily recovery statement district wise
- Defaulter summary report (beneficiary /scheme/district/taluka/year wise)
- Notice details against beneficiaries
- Fund utilization drawn from NSFDC

3. SKIL DEVELOPMENT SCHEME

- The corporation is organizing skill development program me for Scheduled Castes Youth to prepare them for self /wage employment opportunities.
- The corporation organizes training classes for different trades under this Scheme.

3.1 ELIGIBILITY CRITERIA FOR BENEFICIARIES

- Resident of Gujarat state & belong to Scheduled Castes
- Age between 18 to 28 years.

- Annual income not to exceed Rs. 47,000/- in Rural areas and Rs.68, 000/- in Urban areas.
- Should not be a defaulter of any Govt. agency or any other financial institutions.
- Beneficiary should be unemployed and capable for business.

3.2 PROCESS FOR APPLICATION FORM

- The State Level Committee of Skill Development Scheme is Select the Institute which organize the training classes in different trade.
- The institute invited the application by giving the advertisement.
- Then after District officer invited District Level Selection Committee and selected the trainee and Send the list of selected trainee to the head office.
- Then the head office give approval for start the training classes.

3.3 STAKE HOLDERS IN THE SCHEME

- Trainees
- Head Offices of Gujarat Scheduled Castes Development Corporation
- District Offices of Gujarat Scheduled Castes Development Corporation
- Institute of training classes

3.4 SUPPORTING DOCUMENTS CHECKLIST

- Address Proof
- Age Proof
- ID Proof
- Caste Certificate (SC)
- Income Certificate

4. Objectives of the proposed Web-based System

- Ease in Information accessibility to all the stakeholders
- To facilitate quality service to beneficiaries
- Automation of corporation Functions, Schemes and Services
- To achieve accurate targeting of beneficiaries
- Real time monitoring and reporting
- Improvement in fund Allocations and Disbursement
- Reconciliation with Grants received vis-à-vis Loans disbursed
- Funds Management

The system is envisaged to track almost disbursement from NSFDC (Government of India) up to the last beneficiary under Plan Schemes and ultimately report on fund utilization at different levels of implementation on a real time basis.

4.1 Main functions of the System

- Recovery of GSCDC/NSFDC Loan component along with interest is very important as the loan + interest has to be repaid to the GSCDC/NSFDC. Recovery (Principal and

Interest) will commence after 1 month of sanctioning amount. If loan repayment is delayed, GSCDC charges penalty interest. The loan will have to be repaid in 60 equated monthly installments over a period of 5 years.

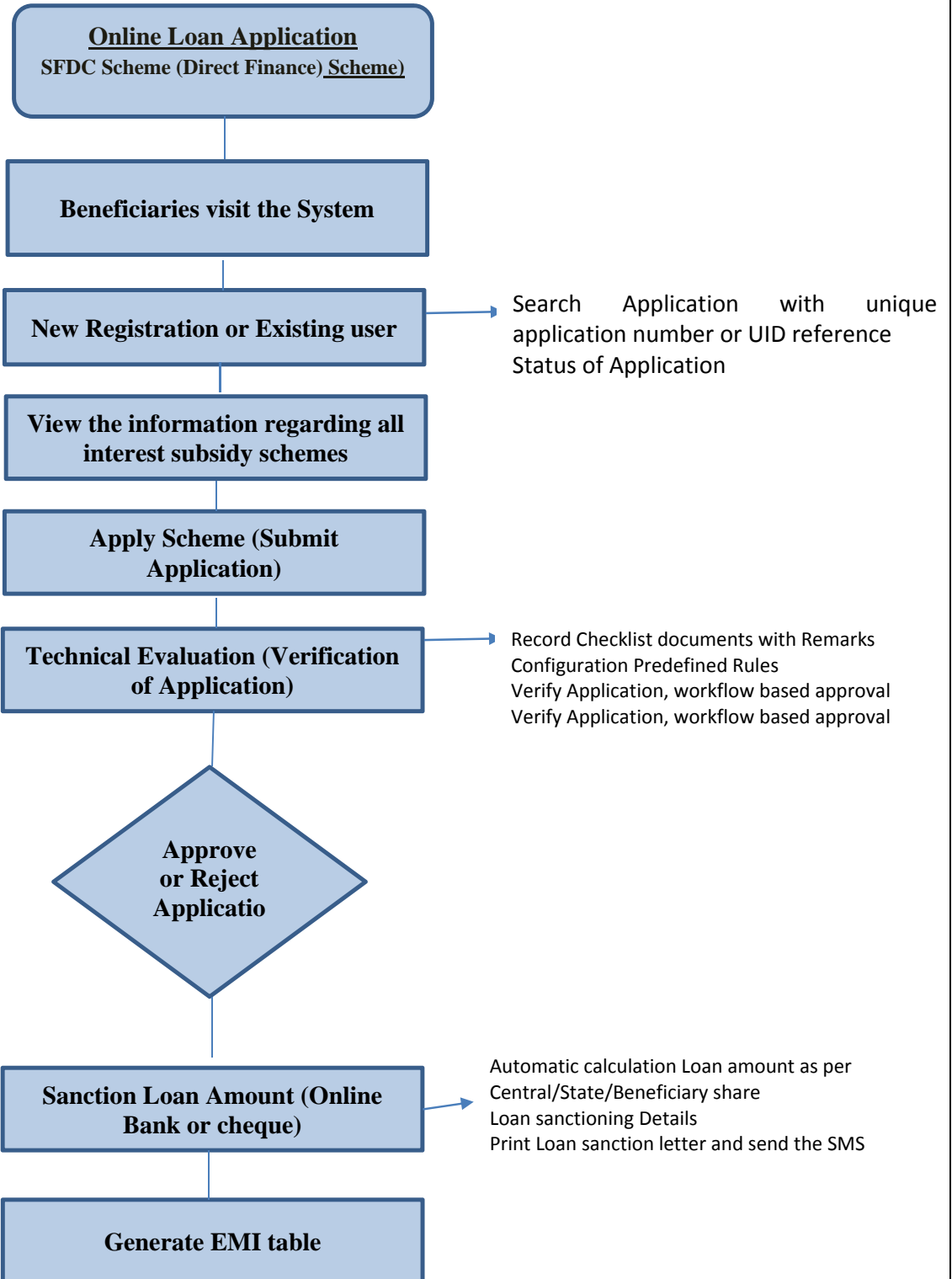
- Design and develop Scheme Master
- Information system for all genuine beneficiaries are covered under the Direct Finance scheme (NSFDC: National Scheduled Castes Finance and Development Corporation) and Bankable scheme.
- Beneficiaries may be able to upload supporting documents (Word, excel or pdf formats) along with application.
- System will generate the user reference number (UID reference number) for every user request entered into the system. The reference number will be used to track the application status. In future, biometric authentication will need to be integrated with UIDAI Aadhaar at no extra cost.
- Automatic generate unique Application Reference Number
- SMS Alerts Acknowledge for all the event of Applications (Exa. Generate Application Number, Application Successfully submitted, Approved, Loan sanctioned, Not approved with Region, Remainder for due date of installments, Recovery notices)
- System should be able to check the compliance of the eligibility criteria to the scheme.
- System should have capability to check duplicate applications.
- Online technical evaluation (record checklist documents with remarks) i.e. Income Proof, Caste Certificate, Age Proof, Residence Proof, etc.
- Online verification of applications: Based on the information provided by the beneficiaries, system would determine the eligibility of the beneficiaries.
- Print loan sanctioning letter and loan details
- Data entry interface for old beneficiaries information
- Automatic calculation of sanctioned loan amount, loan after beneficiaries share, Interest, Penalty, EMI, Due Dates, No. of installments, quarterly compound interest
- Automatic issues recovery notices to defaulters and guarantors through the system and also sending acknowledgement SMS on Mobile.
- Automatic calculation of central NSFDC contribution amount, State (GSCDC) contribution and beneficiaries contribution
- Repayment schedule
- EMI payment
- Search applications through application number, application date
- A separate sub-account should be maintained for schemes. Loan portion and interest shall be shown separately.
- System must be capable of defining/maintaining/modifying disbursement details against each schemes.
- System must have automated processing of all payments and receipts, interest calculation, maintain bank book and cash book. All financial transactions would be done using the system.
- Develop Feedback provision to accept the feedback from the beneficiaries/officers. It would be useful in improving and fine-tuning the system.
- System should have capability to integrate with existing system (e-Kalyan) of GSCDC.

4.2 Reports

- Scheme Master, Year Master, State Master, District Master, Taluka Master, Village Master
- Sub Scheme Master
- Loan Master
- Bankable Scheme Master, Subsidy Scheme Master
- Beneficiary-wise loan ledger
- Search applications through application number, application date
- Print loan sanctioning letter
- loan details
- Automatic Repayment schedule for 60 monthly installments of 5 years.
- Recovery reports
- Generate historical reports on legacy/historical data

Note: Indicative report formats attached at Form 13 and actual formats of reports/forms will be provided at the time of system study. Bidders are also requested to study the <https://sje.gujarat.gov.in/gscdc/> GSCDC's website for more information regarding beneficiary schemes and forms

Flow Diagram of the System



**Online Subsidy Disbursement
(Bankable Scheme)**

Beneficiaries visit the System

New Registration or Existing user

Search Application with unique application number or UID reference
Status of Application

View the information regarding all interest subsidy schemes

Apply Scheme (Submit Application)

Technical Evaluation (Verification of Application)

Record Checklist documents with Remarks
Configuration Predefined Rules
Verify Application, workflow based approval
Verify Application, workflow based approval

Approve or Reject Application

Bank

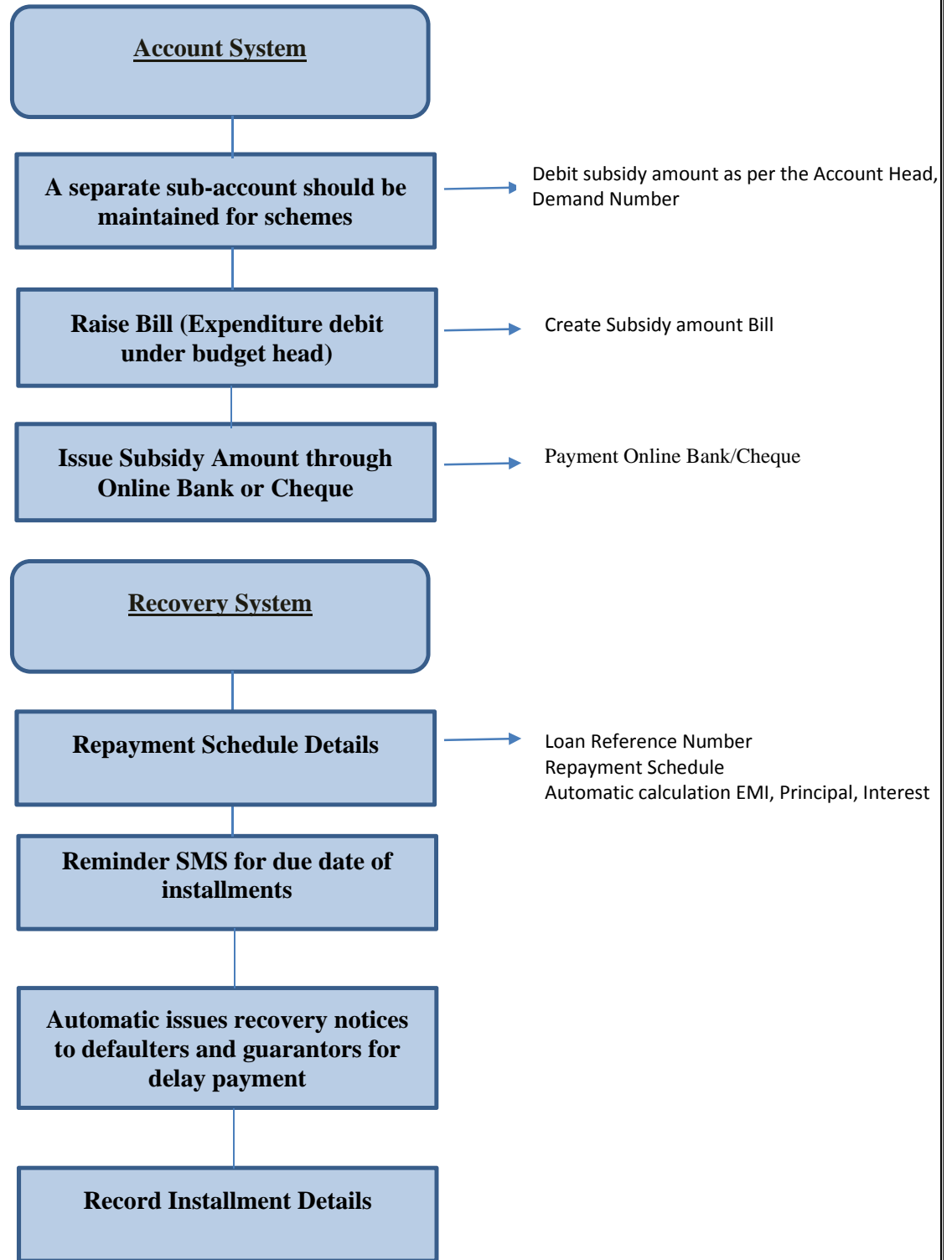
**Bank disburse Loan Amount
(Online Bank or cheque)**

Bank will disburse the Loan amount.
Loan sanctioning Details
Subsidy Letter Received from Bank and Then after send SMS to the Beneficiaries.

Claim Subsidy

GSCDC

Disburse Grant to Bank as per the claims received from Bank
Loan sanctioning Details
Print Loan sanction letter and



Basic Features of the System

1. Browser based access
2. Ability to handle large number of transactions
3. Ability to access on a 24 x 7 basis
4. Ability to securely access from a remote location
5. Time out feature in case of inactivity on an open window

6. Language support – English & Gujarati

The expected functions are

1. Development of the system in a web based environment.
2. The Application need to be developed in both English & Gujarati language.
3. The System should be user friendly and scalable
4. Compatible with the major browser like Chrome, Mozilla Firefox, Internet Explorer, Safari, Opera etc.
5. Personalized home pages with message boards, Dash Boards and an Inbox for all workflow items
6. Administering role based access with application provisioning controlled from a central application
7. Provision for user based access, roles and privileges
8. The TSP shall be responsible to get application security audited by CERT-In Empanelled application security Auditors at the cost of the TSP and submit the Security Audit Clearance Certificate issued by CERT-In Empanelled Security Auditors
9. System should have provision of online/offline data entry and it will be synchronized with the server as and when connectivity will be available.
10. It will be one single web based system to be used by beneficiaries as well as department also. The users can apply from this system. Then the application should be forwarded to the concern officers and all backend work of the department should be computerized. So, end to end workflow should be designed by the selected service provider from online application to disposal of application.
11. A secure Content Management System for ease of administration and configuration of services of the application by the department.
12. The System should be able to avail Content Management interface that will allow continuous updating of content.
13. System should have the configurable front end.
14. System should be able process various credit and debit / Internet Banking/ Wallet transaction on various known channels
15. Payment Gateway and SMS Gateway will be provided by the GSCDC. However, bidder has to develop the necessary interface.

16. O&M Support, the Selected Bidder has to propose the appropriate team to achieve the requirement of GSCDC and maintain quality standard also.
17. The Application and Database Server will be hosted in State Data Center, as per provisions provided by Department of Science & Technology
18. Carry out all necessary changes in application, functionality of software, technology, tools, accordingly if Department or State Government issue any kind of new Guidelines, Rules, Amendments, Notifications , Government Orders.

Training to all the system users

SP shall provide hand holding training support to GSCDC personnel at Gandhinagar office.

In this the target users are trained on the system. Classroom training, hands on training are provided along with the required documentation and help features for the system. Training will be done for two types of users separately (Users of the application and IT team for Administration of the application).

Number of System Users: 50

- Department will provide the necessary space and infrastructure for training.
- SP has to provide training to single location, Gandhinagar main office.
- Initially, the training will be for one time. However, refresher training shall be arranged six monthly, if required.

SP has to train the users at the time of implementation. For the refresher training purpose the Train to Trainer concept may be adopted.

The logistic for the trainer will be arranged by the SP. However the logistic for the trainee will be arranged by the Department.

Operation and Maintenance support (for 5 years)

Bidder shall maintain the developed application and ensure that it is bug-free, running efficiently and simultaneously incorporate necessary changes in the application functionality as required and approved by GSCDC during the maintenance period of 5 years.

Operation and Maintenance support includes:

- Debugging & fixing of problems arising in the running applications
- Tuning and code changes for optimal performance
- Enhancement/modification in modules as change in business rules
- Add/modify of subsidy schemes when any new schemes or modification approved by Govt.
- Data Validation/correction
- Fix the operational problems
- Perform error handling while running the application.
- Backup/Restore data
- Training
- MIS Reports

The SP shall deploy mutually agreed number of resources to deliver the services as mentioned in this RFP and meet the SLA during maintenance period. The deployed resources shall be responsible to follow industry standards for software development / maintenance methodology.

The SP shall submit the resumes/bio-data of all deployed resources. GSCDC reserve the rights to verify the same.

A dedicated technical support team should be deployed to troubleshoot any problems arising during the O&M phase. Support team will be responsible for maintaining, managing and issue resolution within SLA.

A separate application module to be provided to raise the issues. This should also have tracking and closing capability. A record of problems should also be kept at server and should be visible to the department.

The SP will review the existing code and modify so as to increase the efficiency of the application including its tuning and code changes for optimal performance. A detailed report of proposed changes will be handed over to the GSCDC and approval will be sought before making necessary changes.

Non-Functional Requirements

Non-Functional Parameters	Description
Scalability	The architecture proposed should take care of high volume critical applications. It should be possible to deploy the services of each layer on multiple servers System maximum user concurrency shall be easily upgradeable through hardware enhancement; This hardware enhancement shall be in the form of both identified hardware upgrades of existing equipment that have the potential to be upgraded (vertical scaling) and also by way of adding new servers (horizontal scaling).
Availability	Web application has to be deployed on the load balanced cluster. The web servers will be configured in Active / Passive mode. High availability for the databases can also be achieved in following ways: 1. By putting two database servers configured in an active/passive server cluster configuration. 2. As the failover uptime requirement is high, it's suggestive to have near real time replication with DR site.
Extensibility	The design of the software should allow for easy addition of new functionality. This extension of functionality or features should be with minimal changes to the existing software.
Performance	The performance of the application is expected to be monitored on an ongoing basis. This will help to forecast the traffic/data load for

	the future. This will serve as input to scale up the existing infrastructure.
User Friendly GUI	The GUI of the application should be user friendly, intuitive and rich with features.
Language	Language should be in English and Gujarati
Security	Security has to be an important design consideration. The system must address following: <ul style="list-style-type: none"> ▪ Authentication ▪ Authorization ▪ DoS attack ▪ SQL Injection ▪ Data Tampering and other ways to security threat
Role Based Access Management and Data Access Restrictions	System functionality access will be provided at the role and location level In order to restrict the information access, system will ensure user will have access to the information he/she is entitled to.
Open Standards	The solution should be built on Open Standards and compliance with industry standards.

Project Deliverables

The suggested (but not limited to) list of deliverables from the successful bidder includes:

- Document containing detailed user requirement specifications, As-Is, Business Process Re-engineering, and To-Be report.
- Software Requirement Specifications Report, Architecture & DB design Report
- Test Cases, Test Reports, UAT Sign-off Certificate
- Complete Source Code, library files, DLL's, Setup programs with documentation.
- Software Testing Documentation (including details of defects/bugs/errors and their resolution)
- The TSP has to give complete demonstration of final running application.
- Training Plan, Training Manuals and literature

Exit Management Plan

- After completion of 4th year of Maintenance, GSCDC shall identify and propose its Information Technology operations team to take over the software maintenance activities from the SP
- The SP shall create a detailed plan for Capacity Building required at GSCDC to manage the application and a Transition Plan (implemented over a minimum period of 1 year) to affect the handover to GSCDC; and implement the same in collaboration with the GSCDC before the completion of their engagement.
- The SP shall handover all the documents, source codes to GSCDC's IT Team during the 5th year of operations. This will include training and transfer of Intellectual Property, Knowledge Transfer related to maintenance as per GSCDC's requirement

1. Form 1: Bid Proposal Form

Date:

Tender No:

To

Dear Sir,

Having examined the Bidding Documents including Addenda Nos. _____ (insert numbers, if any), the receipt of which is hereby duly acknowledged, we, the undersigned, offer to render **“Selection of Service Provider for Analysis, design, development, testing, implementation and maintenance of complete web application for Gujarat Schedule Caste Development Corporation of Social Justice & Empowerment Department.”** in conformity with the said bidding documents for the same as per the technical and financial bid and such other sums as may be ascertained in accordance with the Financial Bid attached herewith and made part of this bid. We have not placed any condition for the bid on our part and agree to bind ourselves to the terms and conditions of this tender unconditionally. Any conditions placed by us elsewhere in the present bid are hereby withdrawn unconditionally.

We undertake, if our bid is accepted, to render the services in accordance with the delivery schedule which will be specified in the contract document that we will sign if the work order given to us.

If our bid is accepted, we will obtain the guarantee of a bank for the sum indicated as per tender document for the due performance of the Contract, in the form prescribed by GSCDC. We agree to abide by this bid for a period of 180 (One hundred and eighty only) days after the date fixed for bid opening of the Instruction to Bidders and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal contract is prepared and executed, this bid, together with your written acceptance thereof and your notification of award shall constitute a binding Contract between us.

Name:

Address: _____

We understand that you are not bound to accept the lowest or any bid you may receive.

Dated this _____ day of _____ 2017

Signature

(in the capacity of)

Duly authorized to sign Bid for and on behalf of _____

2. Form 2: Particulars of the Bidder's organization

Sr. No	Particulars	Details to be furnished	
1.	Details of responding company		
a)	Name		
b)	Address		
c)	Telephone	Fax	
d)	Website		
2.	Details of Contact Person		
a)	Name		
b)	Designation		
c)	Address		
d)	Telephone no.		
e)	Mobile no.		
f)	Fax no.		
g)	E-mail		
3.	Details of Authorized Signatory (please attach proof)		
a)	Name		
b)	Designation		
c)	Address		
d)	Telephone no.		
e)	Mobile no.		
f)	Fax no.		
g)	E-mail		
4.	Information about responding company (please attach proof)		
a)	Status of company (Public Ltd. / Pvt. Ltd etc)		
b)	No. of years of operation in India		
c)	Details of Registration	Date	
d)	Details of Quality Certifications		
e)	Locations and addresses of offices		

3. Form 3: Bid Processing Fees & Earnest Money Deposit Details

Sr. No.	Item	Amount (In Rs.)	Name of the Bank & Branch	Demand Draft No.
1	Bid Processing Fees			
2	Earnest Money Deposit (E.M.D.)			

4. Form 4: Financial strength of the bidder

Financial Year	Turnover (Rs. In Cr)	Audited Accounts uploaded (Yes/No)
2013-14		
2014-15		
2015-16		

5. Form 5: Details of completed/ongoing web Applications projects (Excluding Hardware and Manpower projects) each of value more than 40 lacs in the last three years (2013-14, 2014-15, 2015-16)

Name of department (with address contact persons and numbers)	Brief Description of projects	Responsibility or role of the Bidder in the Project	Order value (Rs)	Completion Date

(Please attach relevant client certificates + Work Order)

6. Form 6: Details of completed/ongoing web Applications projects (Excluding Hardware and Manpower projects) in Government domains each of value more than 40 lacs in the last three years (2013-14, 2014-15, 2015-16)

Name of department (with address contact persons and numbers)	Brief Description of projects	Responsibility or role of the Bidder in the Project	Order value (Rs)	Completion Date

(Please attach relevant client certificates + Work Order)

7. Form 7: Details of No. of full time IT professionals involved in Project Management, System design, System analysis, software development & coding, Testing on the payroll of the bidder with Authorized signatory

8. Financial Bid

Financial Bid Format

Sr. No.	Description	Total Amount (Rs.)
1	Cost of Designing, Development and Deployment and Go-Live of the Web Application Annexure A	
2	Cost of the License software required i.e. Database, Server OS etc. Annexure B	
3	Cost of AMC/ATS of the License software required for application i.e. Database, Server OS etc for five years Annexure C	
4	Cost of Operations and Maintenance support for five years after Go-Live Annexure D	
Grand Total (Rs.)		

Note:

- All taxes are extra as applicable at the time of invoicing.
- For financial evaluation, Total price of Sr. No. 1 to 4 will be considered.
- The cost of the above parts should be matched with the breakup of each component mentioned in Annexures.

Annexure A: (Line Item 1)

Sr. no.	No Item Description Original	Total Man-month Effort	Rate per man-month	Total amount (Rs.)
		A	B	C= A*B
1.	Conceptualization, As-Is, BPR and To-be, URS			
2.	Design, Development & Coding of Web Application, SRS, DB Design			
3.	Testing & UAT			
4.	Training & Handholding Support			
5.	Commissioning & Go-Live			
Total Amount (Rs.)				

Annexure B: (Line Item 2)**One time Cost of Software Licenses required for running the application**

Sr. No.	Item (License Software)	Qty	Unit Price	Total Amount
		A	B	C=A*B
1				
2				
Grand Total (Rs.)				

Annexure C: (Line Item 3)**ATS/AMC of the Licenses required for running the application**

Sr. No.	Item (License Software)	Qty	Unit Price	AMC/ATS price for 1 year (Rs.)	Total amount for five years
		A	B	C=A*B	D= C*5
1					
2					
Grand Total (Rs.)					

Annexure D: (Line item 4)

Item	Total Man month Effort	Rate per man-month	Total
A	B	C	D=B*C
1st Year			
2nd Year			
3rd Year			
4th Year			
5th Year			
Total			

- Note: example, If 5 person require for 1 Month then for one year 12*5=60 persons require for one year.

9. Form 9: Performance Bank Guarantee

(To be stamped in accordance with Stamp Act)

Ref:

Bank Guarantee No.

Date:

To

Name & Address of the GSCDC/Purchaser/Indenter

Dear Sir,

In consideration of Name & Address of the Purchaser/Indenter, Government of Gujarat, Gandhinagar (hereinafter referred to as the OWNER/PURCHASER which expression shall unless repugnant to the context or meaning thereof include successors, administrators and assigns) having awarded to M/s.

..... having Principal Office at (hereinafter referred to as the "SELLER"

which expression shall unless repugnant to the context or meaning thereof include their respective successors, administrators, executors and assigns) the supply of

_____ by issue of Purchase Order No..... Dated issued by Gujarat Informatics Ltd. ,Gandhinagar for and on behalf of the OWNER/PURCHASER and the

same having been accepted by the SELLER resulting into CONTRACT for supplies of materials/equipments as mentioned in the said purchase order and the SELLER having agreed

to provide a Contract Performance and Warranty Guarantee for faithful performance of the aforementioned contract and warranty quality to the OWNER/PURCHASER,

_____ having Head Office at (hereinafter referred to as the 'Bank' which expressly shall, unless repugnant to the context or meaning thereof include successors, administrators, executors and assigns) do hereby guarantee to undertake to pay

the sum of Rs. _____ (Rupees _____) to the OWNER/PURCHASER on demand at any time up to _____ without a reference to the SELLER. Any such demand made by the OWNER/PURCHASER on the Bank shall be conclusive and binding notwithstanding any difference between Tribunals, Arbitrator or any other authority.

The Bank undertakes not to revoke this guarantee during its currency without previous consent of the OWNER/PURCHASER and further agrees that the guarantee herein contained shall continue to be enforceable till the OWNER/PURCHASER discharges this guarantee. OWNER/PURCHASER shall have the fullest liberty without affecting in any way the liability of the Bank under this guarantee from time to time to extend the time for performance by the SELLER of the aforementioned CONTRACT. The OWNER/ PURCHASER shall have the fullest liberty, without affecting this guarantee, to postpone from time to time the exercise of any powers vested in them or of any right which they might have against the SELLER, and to exercise the same at any time in any manner, and either to enforce to forebear to enforce any covenants contained or implied, in the aforementioned CONTRACT between the OWNER/PURCHASER and the SELLER or any other course of or remedy or security available to the OWNER/PURCHASER.

The Bank shall not be released of its obligations under these presents by any exercise by the OWNER/PURCHAER of its liability with reference to the matters aforesaid or any of them or by reason or any other acts of omission or commission on the part of the OWNER/PURCHASER or any other indulgence shown by the OWNER/PURCHASER or by any other matter or things.

The Bank also agree that the OWNER/PUCHASER at its option shall be entitled to enforce this Guarantee against the Bank as a Principal Debtor, in the first instance without proceeding against the SELLER and not withstanding any security or other guarantee that the OWNER/PURCHASER may have in relation to the SELLER's liabilities.

Notwithstanding anything contained herein above our liability under this Guarantee is restricted to Rs. _____ (Rupees _____) and it shall remain in force up to and including _____ and shall be extended from time to time for such period as may be desired by the SELLER on whose behalf this guarantee has been given.

Dated at _____ on this _____ day of _____ 2017

Signed and delivered by

For & on Behalf of
Name of the Bank & Branch &
Its official Address

List of approved Banks:

All Nationalized Bank including the public sector bank or Private Sector Banks or Commercial Banks or Co-Operative Banks (operating in India having branch at Ahmedabad/ Gandhinagar) as per the G.R. No. EMD/10/2015/508/DMO dated 27.04.2016 and 14.06.2016 issued by Finance Department or further instruction issued by Finance department time to time.

10. Form 10: Format of Earnest Money Deposit in the form of Bank Guarantee

Ref:

Bank Guarantee No.

Date:

To,
Director (e-governance)
Gujarat Informatics Limited
8th Floor, Block -1, Udyog Bhavan,
Sector - 11, Gandhinagar - 382017
Gujarat, India

Whereas ----- (here in after called "the Bidder") has submitted its bid dated ----- in response to the Tender no: XXXX for **"Selection of Service Provider for Analysis, design, development, testing, implementation and maintenance of complete web application for Gujarat Schedule Caste Development Corporation of Social Justice & Empowerment Department."** KNOW ALL MEN by these presents that WE ----- having our registered office at ----- (hereinafter called "the Bank") are bound unto the _____, Gujarat Informatics Limited in the sum of ----- for which payment well and truly to be made to Gujarat Informatics Limited , the Bank binds itself, its successors and assigns by these presents. Sealed with the Common Seal of the said Bank this -----day of -----2017.

THE CONDITIONS of this obligation are:

1. The E.M.D. may be forfeited:
 - a. if a Bidder withdraws its bid during the period of bid validity
 - b. Does not accept the correction of errors made in the tender document;
 - c. In case of a successful Bidder, if the Bidder fails:
 - (i) To sign the Contract as mentioned above within the time limit stipulated by purchaser or
 - (ii) To furnish performance bank guarantee as mentioned above or
 - (iii) If the bidder is found to be involved in fraudulent practices.
 - (iv) If the bidder fails to submit the copy of purchase order & acceptance thereof.

We undertake to pay to the GIL/Purchaser up to the above amount upon receipt of its first written demand, without GIL/ Purchaser having to substantiate its demand, provided that in its demand GIL/ Purchaser will specify that the amount claimed by it is due to it owing to the occurrence of any of the abovementioned conditions, specifying the occurred condition or conditions.

This guarantee will remain valid up to 9 months from the last date of bid submission. The Bank undertakes not to revoke this guarantee during its currency without previous consent of the OWNER/PURCHASER and further agrees that the guarantee herein contained shall continue to be enforceable till the OWNER/PURCHASER discharges this guarantee

The Bank shall not be released of its obligations under these presents by any exercise by the OWNER/PURCHAER of its liability with reference to the matters aforesaid or any of them or by reason or any other acts of omission or commission on the part of the OWNER/PURCHASER or any other indulgence shown by the OWNER/PURCHASER or by any other matter or things.

The Bank also agree that the OWNER/PUCHASER at its option shall be entitled to enforce this Guarantee against the Bank as a Principal Debtor, in the first instance without proceeding against the SELLER and not withstanding any security or other guarantee that the OWNER/PURCHASER may have in relation to the SELLER's liabilities.

Dated at _____ on this _____ day of _____ 2017.

Signed and delivered by

For & on Behalf of

Name of the Bank & Branch &
Its official Address

List of approved Banks:

All Nationalized Bank including the public sector bank or Private Sector Banks or Commercial Banks or Co-Operative Banks (operating in India having branch at Ahmedabad/ Gandhinagar) as per the G.R. No. EMD/10/2015/508/DMO dated 27.04.2016 and 14.06.2016 issued by Finance Department or further instruction issued by Finance department time to time.

11. Form 11: Self Declaration

The

-----,

Sir/Madam,

Having examined the Bidding Documents including Bid No.: ----- the receipt of which is hereby duly acknowledged, we, the undersigned, offer to provide services for -----.

We undertake, if our bid is accepted, to provide _____, in accordance with the terms and conditions in the tender document.

If our bid is accepted we will obtain the guarantee of a bank for a sum equivalent to 10% of the Contract value, in the form prescribed by the purchaser.

We agree to abide by this bid for a period of 180 days after the date fixed for bid opening under the Instruction to Bidders and shall remain binding upon us and may be accepted at any time before the expiry of that period.

Until a formal contract is prepared and executed, this bid, together with your written acceptance thereof and your notification of award shall constitute a binding Contract between us.

We understand 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 Gujarat namely Prevention of Corruption Act 1988.

We understand that you are not bound to accept the lowest or any bid you may receive.

We have not been under a declaration of ineligibility for corrupt and fraudulent practices, and / or black-listed or debarred at least for three years (excluding the current financial year) by any Government Department / State Government / Government of India / Board / Corporation / Government Financial Institution in context to purchase procedure through tender. We have not imposed any condition in conflict with the tender condition if it is found it should be treated as withdrawn.

We have not been convicted for any criminal cases(s) by any of the Govt. Department or its PSU in Gujarat regarding any supply and contracts with our firm/company.

We have not breached/violated any contractual conditions so far to any of the Govt. Department or its PSU.

In case any of the above statements made by us are found to be false or incorrect, you have right to reject our bid at any stage including forfeiture of our EMD and / or PBG and / or cancel the award of contract

Dated this _____ day of _____ 2017

Signature: _____

(in the Capacity of) : _____

Duly authorized to sign bid for and on behalf of

Note: This form should be signed by authorized signatory of bidder

**12. Form 12: FORMAT OF AFFIDAVIT
(TO BE SUBMITTED PHYSICALLY)**

(To be submitted IN ORIGINAL on Non-Judicial Stamp Paper of Rs 100/- duly attested by First Class Magistrate/ Notary public)

I/We, _____, age _____ years residing at _____
_____ in capacity of _____
M/s. _____ hereby solemnly affirm that

- 1) All General Instructions, General Terms and Conditions, as well as Special Terms & Conditions laid down on all the pages of the Tender Form, have been read carefully and understood properly by me which are completely acceptable to me and I agree to abide by the same.
- 2) I / We have submitted following Certificates / Documents for T.E. as required as per General Terms & Conditions as well as Special Terms & Conditions of the tender

Sr. No.	Name of the Document
1	
2	

- 3) All the Certificates / Permissions / Documents / Permits / Affidavits are valid and current as on date and have not been withdrawn / cancelled by the issuing authority.
- 4) It is clearly and distinctly understood by me that the tender is liable to be rejected if on scrutiny at any time, any of the required Certificates / Permissions / Documents / Permits / Affidavits is / are found to be invalid / wrong / incorrect / misleading / fabricated / expired or having any defect.
- 5) I / We further undertake to produce on demand the original Certificate / Permission / Documents / Permits for verification at any stage during the processing of the tender as well as at any time asked to produce.
- 6) I / We also understand that failure to produce the documents in "Prescribed Proforma" (wherever applicable) as well as failure to give requisite information in the prescribed Proforma may result in to rejection of the tender.
- 7) My / Our firm has not been banned / debarred / black listed at least for three years (excluding the current financial year) by any Government Department / State Government / Government of India / Board / Corporation / Government Financial Institution in context to purchase procedure through tender.
- 8) I / We confirm that I / We have meticulously filled in, checked and verified the enclosed documents / certificates / permissions / permits / affidavits / information etc. from every aspect and the same are enclosed in order (i.e. in chronology) in which they are supposed to be enclosed. Page numbers are given on each submitted document. Important information in each document is "highlighted" with the help of "marker pen" as required.

- 9) The above certificates / documents are enclosed separately and not on the Proforma printed from tender document.
- 10) I / We say and submit that the Permanent Account Number (PAN) given by the Income Tax Department is _____, which is issued on the name of _____ [Kindly mention here either name of the Proprietor (in case of Proprietor Firm) or name of the tendering firm;1, whichever is applicable].
- 11) I / We understand that giving wrong information on oath amounts to forgery and perjury, and I/We am/are aware of the consequences thereof, In case any information provided by us are found to be false or incorrect, you have right to reject our bid at any stage including forfeiture of our EMD/PBG/cancel the award of contract. In this event, this office reserves the right to take legal action on me/us.
- 12) I / We have physically signed & stamped all the above documents along with copy of tender documents (page no. ---- to --).
- 13) I / We hereby confirm that all our quoted items meet or exceed the requirement and are absolutely compliment with specification mentioned in the bid document.
- 14) My / Our Company has not filed any Writ Petition, Court matter and there is no court matter filed by State Government and its Board Corporation, is pending against our company .
- 15) I / We hereby commit that we have paid all outstanding amounts of dues / taxes / cess / charges / fees with interest and penalty.
- 16) In case of breach of any tender terms and conditions or deviation from bid specification other than already specified as mentioned above, the decision of Tender Committee for disqualification will be accepted by us.

Whatever stated above is true and correct to the best of my knowledge and belief.

Date:

Stamp & Sign of the Tenderer

Place:

(Signature and seal of the Notary)

f

GUJARAT SCHEDULED CASTES DEVELOPMENT CORPORATION, GANDHINAGAR

Statement showing the Bankwise No. of application sponsored, rejected, returned and pending with the Nationalized Bank during the year

STATEMENT-2

sr. no	Name of bank	Target for	No. of application sponsored to the bank			No. of application sanctioned by the bank			Amount of Loan disbursed by bank			No. of application rejected by bank			No. of application returned by Bank			No. of application Pending with Bank		
			Female	Male	Total	Female	Male	Total	Female	Male	Total	Female	Male	Total	Female	Male	Total	Female	Male	Total
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
1	Allahabad Bank																			
2	Andha Bank																			
3	Bank of Baroda																			
4	Bank of India																			
5	Bank of Maharashtra																			
6	Baroda Guj. Gramin																			
7	Canara Bank																			
8	Central Bank of India																			
9	Corporation Bank																			
10	Dena Bank																			
11	Dena Guj Gramin Bank																			
12	Indian Bank																			
13	Indian Overseas Bank																			
14	O.B.C.Bank																			
15	Punjab National Bank																			
16	Saurashtra Gramin Bank																			
17	State Bank of India																			

18	Syndicate Bank																	
19	Uco Bank																	
20	Union Bank of India																	
21	Vijaya Bank																	
22	Others Bank																	
	Total																	

પત્રક નંબર -૩ બેંકેબલ યોજના																	
ગુજરાત અનુસૂચિત જાતિ વિકાસ કોર્પોરેશન,ગાંધીનગર																	
રાષ્ટ્રીયકૃત બેંકો દ્વારા કરવામાં આવેલ લોન/ ધિરાણની હેતુવાર લાભાર્થીની સંખ્યા અને ધિરાણની રકમ દર્શાવતું પત્રક.																	
માહે-																	
અનુ.	દુધાળા ઢોર		અનાજ/કરીયાણા		હાથવણાટ		ચર્મઉદ્યોગ		સિલાઈકામ		કાપડફેરી		કુટીર		કુલ એકંદરે		તાલુકાનું નામ
	લા.સં.	રકમ	લા.સં.	રકમ	લા.સં.	રકમ	લા.સં.	રકમ	લા.સં.	રકમ	લા.સં.	રકમ	લા.સં.	રકમ	લા.સં.	રકમ	
૧	૨	૩	૪	૫	૬	૭	૮	૯	૧૦	૧૧	૧૨	૧૩	૧૪	૧૫	૧૬	૧૭	૧૮

પત્રક નંબર -૪ બેંકેબલ યોજના

ગુજરાત અનુસૂચિત જાતિ વિકાસ કોર્પોરેશન, ગાંધીનગર

રાષ્ટ્રીયકૃત બેંકો દ્વારા કરવામાં આવેલ લોન/ ધિરાણની જાતિવાર લાભાર્થીની સંખ્યા અને ધિરાણની રકમ દર્શાવતું પત્રક.

માહે-

અનુ.	નાડીયા		સેનમા		વાલ્મિકી		ગરોડા		વણકર		ચમાર		વણકર સાધુ		તુરી		મેઘવાર		કુલ એકંદરે		તાલુકાનું નામ
	લા.સં.	રકમ રૂ.	લા.સં.	રકમ રૂ.	લા.સં.	રકમ રૂ.	લા.સં.	રકમ રૂ.	લા.સં.	રકમ રૂ.	લા.સં.	રકમ રૂ.	લા.સં.	રકમ રૂ.	લા.સં.	રકમ રૂ.	લા.સં.	રકમ રૂ.	લા.સં.	રકમ રૂ.	
૧	૨	૩	૪	૫	૬	૭	૮	૯	૧૦	૧૧	૧૨	૧૩					૧૪	૧૫	૧૬	૧૭	૧૮

Statement No. 5 (Bank Loan Application)

GUJARAT SCHEDULED CASTES DEVELOPMENT CORPORATION, GANDHINAGAR

Statement showing the Bank wise/Branch wise Data of sponsored / rejected / returned and Pending

Bank Loan Application									
Sr. No.	Name of the Bank	Branch	Target	Appli. Sponsored to the Bank	Appli. sanctioned by the Bank	Amount of loan disbursed	Appli. rejected by the Bank	Appli. returned by the Bank	Appli. Pending with the Bank
1	Allahabad Bank								
2	Andha Bank								
3	Bank of Baroda								
4	Bank of India								
5	Bank of Maharashtra								
6	Baroda Guj. Gramin								
7	Canara Bank								
8	Central Bank of India								
9	Corporation Bank								
10	Dena Bank								
11	Dena Guj Gramin Bank								
12	Indian Bank								
13	Indian Overseas Bank								
14	O.B.C.Bank								
15	Punjab National Bank								
16	Saurashtra Gramin Bank								
17	State Bank of India								
18	Syndicate Bank								
19	Uco Bank								
20	Union Bank of India								
21	Vijaya Bank								
22	Others Bank								
TOTAL		0	0	0	0	0	0	0	0.00

**GUJARAT SCHEDULED CASTES DEVELOPMENT CORPORATION
GANDHINAGR**

STATEMENT SHOWING THE DETAILS OF THE NSFDC DIRECTER FINANCE SCHEME

..... SCHEME YEAR

SR. NO	NAME OF DISTRICT	NO OF APPLICATION RECEIVED AT DISTRICT OFFICE	NO OF APPLICATION SACTION BY DISTRICT LEVEL SELECTION COMMITTEE	NO OF APPLICATION REJECT BY DISTRICT LEVEL SELECTION COMMITTEE	NO OF APPLICATION SACTION BY STATE LEVEL SELECTION COMMITTEE	NO OF APPLICATION PENDING AT HEAD OFFICE	REMARKS
1	2	3	4	5	6	7	8

**GUJARAT SCHEDULED CASTES DEVELOPMENT CORPORATION
GANDHINAGR**

STATEMENT SHOWING THE DETAILS OF THE NSFDC DIRECTER FINANCE SCHEME

..... SCHEME YEAR

SR. NO	NAME OF DISTRICT	NO OF BENEFICIARIES	DISBURSMENT AMOUNT	REMARKS
1	2	3	4	5

**GUJARAT SCHEDULED CASTES DEVELOPMENT CORPORATION
GANDHINAGR**

STATEMENT SHOWING THE DETAILS OF THE NSFDC DIRECTER FINANCE SCHEME

..... SCHEME

SR. NO	YEAR	NO OF BENEFICIARIES	DISBURSMENT AMOUNT	REMARKS
1	2	3	4	5

**GUJARAT SCHEDULED CASTES DEVELOPMENT CORPORATION
GANDHINAGR**

STATEMENT SHOWING THE DETAILS OF THE GOVERNMENT OF GUJARAT DIRECTER FINANCE SCHEME

..... SCHEMEYEAR

SR. NO	NAME OF DISTRICT	NO OF APPLICATION RECEIVED AT DISTRICT OFFICE	NO OF APPLICATION SACTION BY DISTRICT LEVEL SELECTION COMMITTEE	NO OF APPLICATION REJECT BY DISTRICT LEVEL SELECTION COMMITTEE	NO OF APPLICATION SACTION BY STATE LEVEL SELECTION COMMITTEE	NO OF APPLICATION PENDING AT HEAD OFFICE	REMARKS
1	2	3	4	5	6	7	8

**GUJARAT SCHEDULED CASTES DEVELOPMENT CORPORATION
GANDHINAGR**

STATEMENT SHOWING THE DETAILS OF THE GOVERNMENT OF GUJARAT DIRECTER FINANCE SCHEME

..... SCHEMEYEAR

SR. NO	NAME OF DISTRICT	NO OF BENEFICIARIES	DISBURSMENT AMOUNT	REMARKS
1	2	3	4	5

**GUJARAT SCHEDULED CASTES DEVELOPMENT CORPORATION
GANDHINAGR**

STATEMENT SHOWING THE DETAILS OF THE GOVERNMENT OF GUJARAT DIRECTER FINANCE SCHEME

..... SCHEME

SR. NO	YEAR	NO OF BENEFICIARIES	DISBURSMENT AMOUNT	REMARKS
1	2	3	4	5

ગુજરાત સરકાર તરફથી થયેલ ધિરાણ ના લાભાર્થીઓના Ledger

લાભાર્થીનું નામ :-		ચેક નં :-
સરનામું :-	ગામનું નામ :-	શાખા :-
ધંધાનું નામ :-		રકમ :-
		તારીખ :-
ધિરાણ રકમ રૂ.		હમ્મની સંખ્યા :-
એન.એસ.એફ.ડી.સી. લોન		હમ્મની રકમ :-
નિગમ ફાળો :-		વ્યાજ દર :-
લાભાર્થી ફાળો :-		જામીનદારની વિગત
		નામ અને સરનામું
		(૧)
		(૨)

ક્રમ	તારીખ	પહોચ નં.	ઉધાર રૂ.	જમા રૂ.	બાકી રકમ

ગુજરાત અનુસૂચિત જાતિ વિકાસ કોર્પોરેશન જીલ્લો (માહે.....અંતિત)
એન.એસ.એફ.ડી.સી.યોજનાની વસુલાતની માહિતિ દર્શાવતું પત્રક (યોજના નં....., યોજનાનું વર્ષ

ક્રમ	યુનીટનું નામ	ધિરાણની રકમ	યુનીટની સંખ્યા	ફ્યુ હસા	હસાની રકમ	ગત માસ	અગાઉના માસ સુધી આવેલ રકમ	ચાલુ માસમાં આવેલ રકમ	કુલ આવેલ વસુલાત ૮+૯	માસના અંતે બાકી રહેતી વસુલાત ૭-૧૦	યુકતે થયેલ ખાતા	બાકી ખાતા	ટકાવારી (૭/૧૦*૧૦૦)
						અંતિત વસુલ કરવાપાત્ર રકમ							
૧	૨	૩	૪	૫	૬	૭	૮	૯	૧૦	૧૧	૧૨	૧૩	૧૪
	કુલ												

**ગુજરાત અનુસૂચિત જાતિ વિકાસ કોર્પોરેશન જીલ્લો (માહે.....અંતિત)
રાજ્ય સરકારની યોજનાની માહિતિ દર્શાવતું પત્રક (યોજના નં....., યોજનાનું વર્ષ**

ક્રમ	યુનીટનું નામ	ધિરાણની રકમ	યુનીટની સંખ્યા	ડ્યુ હસા	હસાની રકમ	ગત માસ અંતિત વસુલ કરવાપાત્ર રકમ	અગાઉના માસ સુધી આવેલ રકમ	યાલુ માસમાં આવેલ રકમ	કુલ આવેલ વસુલાત ૮+૯	માસના અંતે બાકી રહેતી વસુલાત ૭ - ૧૦	યુકતે થયેલ ખાતા	બાકી ખાતા	ટકાવારી (૭/૧૦*૧૦૦)
૧	૨	૩	૪	૫	૬	૭	૮	૯	૧૦	૧૧	૧૨	૧૩	૧૪
	કુલ												

ગુજરાત અનુસૂચિત જાતિ વિકાસ કોર્પોરેશન, ગાંધીનગર
ઓ.ટી.એસ.ના લાભાર્થીઓની વિગત દર્શાવતુ પત્રક (જી.....)

ક્રમ	ઓ.ટી.એસ.ના કુલ લાભાર્થીઓ	બાકી મુદ્દલ	બાકી વ્યાજ	બાકી દંડનીય વ્યાજ	ઓ.ટી.એસ. પૈકીના બંધ ખાતાની વિગતો							
					શૂન્ય મુદ્દલ બાકી હોય તેવા લાભાર્થીઓ	વ્યાજ	દંડનીય વ્યાજ	વસુલાત ભરતા બંધ થયેલ ખાતાના લાભાર્થીઓ	મુદ્દલ	વ્યાજ	દંડનીય વ્યાજ	રીમાર્ક્સ
1	2	3	4	5	6	7	8	9	10	11	12	13
1												

Cash book

Credit						Debit					
Date	Ledger Folio	Credit Receipt	V. No. Or. Bill No.	Amount Rs.	Total Rs.	Date	Ledger Folio	Debit Payment	V. No. Or. Bill No.	Amount Rs.	Total Rs.

Bank Book

Deposit Side						Payment Side						
Account Head	Amount Deposited Rs.	Date Of Deposit	L.F. No.	Clearance Date	Date	Cheque No.	In Favour Of	Payment Rs.	Account Head	L.F. No.	Signature	Clearance Date