



Gujarat Informatics Limited

Block No. 2, 2nd Floor, Karmayogi Bhavan,

Sector-10A, Gandhinagar 382 010

**RFP regarding empanelment of agencies for
providing “IT Technical Manpower” for GIL &
various Govt. Departments / Offices / Boards/
Corporations/ Company etc. through GIL
(HRM010202602)**

Pre-bid Meeting: 19.11.2025 at 1500 hours at GILL

Last Date of Submission of Bid: 28.11.2025 till 1500 hours

Last Date of Submission of Bid Processing Fees & EMD: 01.12.2025 till 1500 hours

Date of Opening of Technical Bid: 01.12.2025 on 1500 hours

Bid Processing Fee: Rs. 17,700/- (Including G.S.T.)

DISCLAIMER

The information contained in this Request for Proposal (RFP) document or subsequently provided to Bidder(s), whether verbally or in documentary or any other form by or on behalf of the Gujarat Informatics Limited (GIL)/DST, Government of Gujarat or any of their employees or consultants, is provided to Bidder(s) on the terms and conditions set out in this RFP and such other terms and conditions subject to which such information is provided.

The purpose of this RFP is to provide interested parties with information that may be useful to them in eliciting their financial offers (the “Proposal”) pursuant to this RFP. This RFP includes statements, which reflect various assumptions and assessments arrived at by the TENDERER, in relation to the RFP. Such assumptions, assessments and statements do not purport to contain all the information that each Bidder may require. This RFP may not be appropriate for all persons, and it is not possible for the TENDERER, its employees, or Consultants to consider the investment objectives, financial situation and particular need of each party who reads or uses this RFP. The assumptions, assessments, statements, and information contained in this RFP, may not be complete, accurate, adequate, or correct. Each Bidder should, therefore, conduct its own surveys and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments, statements, and information contained in this RFP and obtain independent advice from appropriate sources before filling up the RFP. Any deviation in the specification or proposed solutions will be deemed as incapability of the respective Agency and shall not be considered for final evaluation process.

Information provided in this document to the Bidder(s) is on a wide range of matters, some of which depends upon interpretation of law. The information given is not an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The TENDERER accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed herein.

TENDERER- its employees and advisors make no representation or warranty and shall have no liability to any person, including any Applicant or Bidder under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this RFP or otherwise, including the accuracy, adequacy, correctness, completeness, delay or reliability of the RFP and any assessment, assumption, statement or information contained therein or deemed to form part of this RFP or arising in any way during the Bidding process.

CONTENTS

1	Abbreviations & Definitions	7
2	Section 1- Key Information & Instructions.....	9
2.1	Information Regarding RFP.....	9
2.2	Instruction to the bidders for online bid submission	10
2.3	Fact Sheet.....	11
3	Section 2- Eligibility Criteria.....	13
3.1	Eligibility Compliance Sheet	13
3.2	Eligibility Condition	16
4	Section 3- Instructions To Bidders.....	18
4.1	General Instruction to Bidders	18
4.2	Cost of Bidding.....	18
4.3	Bidding Document	18
4.4	Clarification on Bidding Document	19
4.5	Amendment of Bidding Documents	19
4.6	Language of Bid.....	19
4.7	Bid Security/ Earnest Money Deposit (EMD)	19
4.8	Late Bids	20
4.9	Section Comprising the Bids.....	20
4.9.1	Bid Security Section:	20
4.9.2	Eligibility Section	21
4.9.3	Price Bid Section.....	21
4.9.4	Annexures & Formats	21
4.10	Bid Opening	21
4.11	Bid Validity.....	22
4.12	Contacting the Tenderer.....	22
4.13	Rejection of Bids.....	22
4.14	Bid Evaluation Process	23

4.15	Award of Contract.....	24
4.16	Notification of Award & Signing of Contract.....	24
4.17	Force Majeure	24
4.18	Force Majeure Events	25
4.18.1	Natural events	25
4.18.2	Other Events (“Political Events”)	25
4.18.3	Force Majeure Exclusions:.....	25
4.18.4	Procedure For Calling Force Majeure:.....	26
4.19	Contract Obligations	26
4.20	Amendment to the Agreement	26
4.21	Representations and Warranties.....	27
4.21.1	Representations and Warranties by the Selected Agency(ies):	27
4.21.2	Representations and Warranties by the TENDERER	27
4.22	Resolution of Disputes	
4.23	Books & Records	28
4.24	Performance Guarantee.....	28
4.25	Termination Clause	29
4.25.1	Termination by the TENDERER:	29
4.26	Indemnification	30
4.27	Limitation of Liability.....	30
4.28	Confidentiality	31
4.29	Service Terms	32
4.30	Fraudulent and Corrupt Practices.....	33
4.31	Non-Disclosure Agreement (NDA)	33
4.32	Copyright and Intellectual Property Rights.....	34
4.33	Approvals/Clearances	34
4.34	Period of Contract and Extension of Work.....	34
4.35	Support From External Agency	34
4.36	Use Of Agreement Documents And Information	35

4.37	Taxes & Duties	35
4.38	Roles & Responsibilities of Stakeholders	35
4.38.1	Tenderer/Concerned Department	35
4.38.2	Bidder/Operator	36
4.39	Recruitment Process.....	37
4.40	Adherence to the HR Policy.....	38
4.41	Labour Laws	38
5	Section 4- Introduction & Scope Of Work	40
5.1	Scope of Work	42
5.2	Manpower Requirement:.....	44
5.3	Manpower Type, Experience & Unit Rate including all and taxes INR (Per month per resource)	59
5.4	Switching of Resources.....	66
5.5	Remuneration To Resources	67
6	Section 5- Penalties And Service Level Agreement (SLA)	68
6.1	SLA & Penalty Terms.....	68
7	Section 6- Financial Bid.....	71
7.1	Payments Terms.....	76
8	Section 7- Annexures & Formats	77
8.1	Format I: Proposal Covering Letter	77
8.2	Format II : Power of Attorney.....	79
8.3	Format III: Bank Guarantee format for Earnest Money Deposit	81
8.4	Format IV: PERFORMANCE BANK GUARANTEE.....	83
8.5	Format V: Financial Details of the Bidder.....	85
8.6	Format VI: Bid Processing Fees & Earnest Money Deposit Details	86
8.6.1	Form No. A: Company Registration	86
8.6.2	Form No. B: Office in Ahmedabad/Gandhinagar	86
8.6.3	Form No. C: Work Experience	86
8.7	Format VII: Performa of Compliance Letter	87

8.8	Format VIII: Declaration Of Not Banned/Blacklisted/Debarred	88
8.9	Format IX: Contract Form	89
8.10	Format X: Affidavit Format	90
8.11	Format XI: Non-Disclosure Agreement.....	91

1 ABBREVIATIONS & DEFINITIONS

Authorized Signatory	The bidder's representative/ officer vested (explicitly, implicitly, or through conduct) with the powers to commit the authorizing organization to a binding agreement. Also called signing officer/ authority having the Power of Attorney (PoA) from the competent authority of the respective agency.
Bidder/ Legal Entity	Bidder can be a Proprietorship agency, Partnership agency, Company, LLP, or Society registered in India.
Competent Authority	An authority or officer to whom the relevant administrative or financial powers have been delegated for taking decision in a matter relating to procurement.
Agreement	An agreement entered, between GIL and a successful bidder/agency.
Day	A calendar day as per GoG.
GoI/ GoG	Govt. of India/ Govt. of Gujarat
HR	Human Resource
INR	Indian Rupee
IT	Information Technology
IT/ ITeS Domain	IT Consulting, Project Management, IT Project Operations, e- Governance, AI-ML, software application, software testing, application development, Implementation and Maintenance of Web Portals, Web Enabled Applications, GIS Technologies & Remote Sensing, Websites and Mobile Apps using latest available technologies, Open-Source technologies (Java, CMS Drupal, geo Server, Open layers, Postgres etc.) and allied activities.
JD	Job Description
GIL	Gujarat Informatics Limited (the TENDERER)
PAN	Permanent Account Number
Agency	Any Firm / agency/ company/ contractor/ supplier participating in the procurement/ RFP process with the procurement entity

RFP Document	Documents issued by the TENDERER, including any amendments thereto, that set out the terms and conditions of the given procurement and includes the invitation to Proposals
State Government	Government of Gujarat (GoG)
WO/ PO	Work Order/ Purchase Order
ESIC	Employee State Insurance Corporation (ESIC)
GST	Goods and Services Tax
TEC	Technical Evaluation Committee
PF	Provident Fund
PT	Professional Tax

2 SECTION - KEY INFORMATION & INSTRUCTIONS

2.1 INFORMATION REGARDING RFP

Proposal in the form of BID is requested for the item(s) in complete accordance with the documents/ attachments as per following guidelines.

Bidder shall upload their bids on <https://www.gil.nprocure.com>

The Bid Security and non-refundable bid processing fees in a separate sealed envelope super scribed with the bid document number to GIL office.

Bids complete in all respects should be uploaded on or before the BID DUE DATE.

Technical Bids will be opened in the presence of Bidders' or their representatives who choose to attend on the specified date and time.

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 next working day at the appointed time.

Services offered should be strictly as per requirements mentioned in this Bid document.

Please spell out any unavoidable deviations, Clause/ Article-wise in your bid under the heading Deviations.

Once quoted, the bidder shall not make any subsequent price changes, whether resulting or arising out of any technical / commercial clarifications sought regarding the bid, even if any deviation or exclusion may be specifically stated in the bid. Such price changes shall render the bid liable for rejection.

The bid submitted should be valid for a period of 180 days.

2.2 INSTRUCTION TO THE BIDDERS FOR ONLINE BID SUBMISSION

Tender documents are available only in electronic format which Bidders can download free of cost from the website www.gil.gujarat.gov.in and <https://gil.nprocure.com>

The bids have been invited through e-tendering route, i.e. the eligibility criteria, technical and financial stages shall be submitted online on the website <https://gil.nprocure.com>

Bidders who wish to participate in this bid, will have to register on <https://gil.nprocure.com>, such bidders will have to procure Digital Certificate as per Information Technology Act 2000 using which they can Sign their electronic bids. Bidders can procure the same from (n) code solutions – a division of GNFC Ltd., or any other licensed by Controller of Certifying Authority, Govt. of India. Bidders who already have a valid Digital Certificate need not procure a new Digital Certificate.

Interested and eligible Bidders are required to upload the eligibility related document in eligibility bid section, Technical related document in Technical bid section & Commercial Bid in Commercial bid section. The Bids should be accompanied by a bid security & bid processing fees (non-refundable) as specified in this Bid Document. The Technical & Commercial Bid must be uploaded to <https://gil.nprocure.com> & the Bid Security and bid processing fees must be delivered to the office of Gujarat Informatics Ltd on or before the last date and time of submission of the bid.

The eligibility section and the Bid Security & bid processing fees section will be opened on the specified date & time in presence of the Bidders or their authorized representative who choose to attend. In the event of the date specified for bid receipt and opening being declared as a holiday for the office of Gujarat Informatics Ltd the due date for submission and opening of bids will be the following working day at the scheduled times.

A single agency will be allowed to apply/participate in one tier only.

In case of any clarifications required, please contact **GM (Accounts & Finance) & GM (Services)**, GIL in writing 3 days before the Pre-Bid meeting date.

In case the bidders need any support related to electronic bidding on <https://gil.nprocure.com>, bidder may contact the following office:

(n)Code Solutions - A division of GNFC Ltd.

(n)Procure Cell,

403, GNFC Infotower, S.G. Road,

Bodakdev, Ahmedabad – 380 054 (Gujarat)

Fax: 079 – 4000 7533

E-mail: nprocure@ncode.in; nprocuregift@ncode.in

Toll Free No: 1800 419 4632

2.3 FACT SHEET

RFP regarding empanelment of agencies for providing IT Technical Manpower” for GIL & various Govt. Departments / Offices / Boards/ Corporations/ Company etc. through GIL (HRM0102202601)		
1.	RFP No.	(HRM0102202601)
2.	Nature of Work	RFP regarding empanelment of agencies for providing IT Technical Manpower” for GIL & various Govt. Departments / Offices / Boards/ Corporations/ Company etc. through GIL
3.	Date of issue of RFP Document	13.11.2025
4.	Contract Period	Initial 03 (Three) Years, The Contract can be further extended on mutually agreement by 01 or more year.
5.	Pre-Bid Meeting	19.11.2025 at 1500 hours
6.	Start date for Submission of Proposals	13.11.2025
7.	Last date for Submission of Proposals	28.11.2025 up to 1500 hours
8.	Date of Opening of Un-priced bid & Technical stage	01.12.2025 up to 1500 hours
9.	Date & Time of opening of Commercial stage	Will be informed to the qualified bidders.
10.	Venue of pre-bid meeting, opening of Technical & Commercial Bid/s	Gujarat Informatics Limited, Block No.2, 2 nd Floor, Karmayogi Bhawan, Gandhinagar-382010
11.	Bid Processing Fees (Non-refundable)	Rs. 17,700 (Rupees Seventeen Thousand Seven Hundred Only) (Including G.S.T.)
12.	Bid security (EMD)	Rs. 5,00,000/- (Rupees Five Lakh Only)
13.	Proposal Validity	180 days from the Proposal’s submission date
14.	GIL Contact person	1. Shri Brijesh Mehta, GM (Accounts & Finance) & GM (Services) E-mail: dy-dir-ac@gujarat.gov.in Contact-079-232-59224 2. Ms Hetal Mehta Manager (HR & Admin) E-mail: manager-hr@gujarat.gov.in Contact-079-232-58619

Note:

The TENDERER reserves all the rights to cancel the process and reject any or all the proposals at any time.

No contractual obligation whatsoever does arise from the RFP document/process unless and until a formal contract is signed and executed between the TENDERER and the successful proposers.

The TENDERER disclaims any factual or other errors in the RFP document (the onus is purely on the individual proposers to verify such information) and the information provided therein are intended only to help the proposers to prepare a logical proposal.

3 SECTION - ELIGIBILITY CRITERIA

The eligibility criteria given in this section must be filled up and to be submitted along with supporting documents towards eligibility compliance sheet. In the documents submitted in pursuance of eligibility criterion (as referred above), relevant portions shall be highlighted. Documentary evidence for compliance to each of the eligibility criteria must be enclosed along with the bid together with the references as required.

If the bid is not accompanied by all the requisite supporting documents, the same may be rejected. Undertaking for subsequent submission of any of the required document will not be entertained under any circumstances. GIL reserves the right to seek clarifications on the already submitted documents, however, no fresh documents shall be accepted. Decision of the GIL will be final and binding on the bidders.

3.1 ELIGIBILITY COMPLIANCE SHEET

#	Basic Requirement	Specific Requirement	Documentary Evidence
1.	Registration Status	The bidder shall be any ONE of the following with their registered office in India for the last three financial years (as on 31 st October 2025): i. A company incorporated in India under the Companies Act, 1956 or Companies Act 2013 (as amended till date), and subsequent amendments thereto. ii. An entity registered under LLP Act 2008 and subsequent amendments thereto. iii. Partnership firms registered under Indian Partnership Act, 1932	a. Certificate of Incorporation/ Registration b. Copies of Articles of Association (in case of company) OR Partnership deed (in case of partnership firm) OR Self-Certificate in Letter Head in case of Proprietorship along with GSTIN certificate OR Bye laws and certificate of registration (in case of registered co-operative societies)
2.	PAN and GSTIN	The bidder must have a registration number for GST (Goods and Services Tax) and hold a valid PAN.	Bidder must provide a copy of the following in the name of the bidding company: a. PAN card b. GSTIN

3.	Net Worth	The bidder should have positive net worth in last three Financial Years i.e. 2022-23, 2023-24 and 2024-25 Net-Worth of any parent, subsidiary, associated or other related entity shall not be considered.	Certificate from a registered CA.
4.	Net Profit	The bidder should have made net profit in last three Financial Years i.e. 2022-23, 2023-24 and 2024-25. Net-profit of any parent, subsidiary, associated or other related entity shall not be considered.	Certificate from a registered CA.
5.	Blacklisting	The bidder, as on the date of bid submission, has not been blacklisted or debarred in the last three years and is not under blacklisting period of any of the Central or State Government Organization/ Public Sector Undertaking/ Autonomous Body etc.	An undertaking (self-certification on company's letterhead) is to be submitted, as per format provided as per Format VIII.
6.	Company's Average Turnover	The bidder should have an average annual turnover as per eligibility condition for respective Tier in last any three Financial Years out of last seven years (i.e. 2018-19, 2019-20, 2020-21, 2021-22, 2022-23, 2023-24 and 2024-25. Note: Turnover from Supply of Hardware/ IT infrastructure and their associated maintenance services shall not be considered.	Certificate from a registered CA.
7.	Certification and Compliance	The bidder should be certified as per eligibility condition for respective Tier to work in the area of software development and support.	a. Self-attested copies of valid certificate (validity of certificate should be at least till the last date of bid submission) awarded to the

			firm by the concerned accreditation agency/ Organization. b. A self-certificate mention that all the units of bidder's organization related to this RFP holds this certificate. c. Provide any one of the following CMMI artifacts from Benchmark or Sustainment appraisals; i. CMMI V2.0 Appraisal Disclosure Statement ii. CMMI V2.0 Final Findings Briefing/Report iii. CMMI V2.0 Performance Report
8.	Resources	The bidder should have resources (as per eligibility condition for respective Tier) on company payroll during the past 1 year. 8.1 Out of these, <u>resources</u> (as per eligibility condition for respective Tier) should be qualified B.E./ B. Tech/ MCA/ MBA/ M.Sc. or equivalent with relevant experience in IT (wherever applicable) continuously on its rolls for the past 1(one) year.	Certificate from the Bidder's HR head and signed by authorized signatory of the Company/ CA/ CS.
9.	Work Experience	9.1 The bidder should have experience as per eligibility condition for respective Tier for <u>implementation projects</u> in the field of Design, Development, Implementation and Maintenance of Application Software and Websites and Mobile Application (IOS/Android)	Copy of a. Work Order/ LOI/ Purchase Order/ Contract indicating project value b. Completion/ Ongoing project Certificate from client

		Development or manpower during in the last three financial years i.e. 2022-23, 2023-24 and 2024-25 This shall include ongoing work and fresh execution projects.	If required, the TEC may ask for Self-Certified List of GST invoice(s) raised for the project indicating Invoice No., Date and amount.
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Note:

The Bidder must attach valid documents in support to their Technical and Financial capabilities/strength, as mentioned above. Without proper supporting documents, the Bid proposals are liable to be rejected.

3.2 ELIGIBILITY CONDITION

Eligibility Conditions are to be met as per the respective criteria mentioned above in the Eligibility Compliance Sheet

S. No.	Criteria	Tier 1	Tier 2	Tier 3
1	Registration Status	Yes	Yes	Yes
2	PAN and GSTIN	Yes	Yes	Yes
3	Net Worth	Positive	Positive	Positive
4	Net Profit	Yes	Yes	Yes
5	Blacklisting	No	No	No
6	Company's Average Turnover	INR 800 Crores or more	INR 100 Crores or more	INR 50 Crores or more
7	Certification & Compliance	CMMi L5	CMMi L3	CMMi L3 or ISO9001-2015 certificate
8	Resources on roll for past 1 year	2500	500	50
	8.1 Qualified as per criteria	500	100	25
9	Work Experience			
	9.1 IT Project (design, development, implementation of software application, mobile application, website	03 (three) IT Domain projects, each of project value INR 05	03(three) IT Domain projects each of project value INR 50	03(three) IT Domain projects, each of project value INR 25

	development, ERP Solution Development and implementation etc / Manpower)	Crores or more	Lakhs or more	Lakhs or more
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***The committee may ask bidders to share CVs (some or all) of such employees. In certain circumstances, they may be asked to be available for interview/interaction.**

Note:

- Wherever, the term PO (Purchase order) is mentioned in this RFP, it is to be read as PO/WO (Purchase Order/Work Order).
- To demonstrate an experience, multiple work orders which are the extension of the same project (in continuation) may be considered.
- In case of non-disclosure agreement, the bidder can submit a certificate from a registered CA stating the relevant scope of work & project value along with copy of Work Order.
- All pages of bid documents must be clearly signed and stamped by the Authorized Signatory of the bidder.
- Only those bidders, who satisfy the eligibility requirements and accept the terms and conditions of this RFP document without any pre-condition shall be short-listed for further bid evaluation.
- Empanelled vendors are supposed to maintain all the above-mentioned eligibility criteria during the empanelment period. Failure may lead to termination of empanelment.
- The bids consisting of documents in support of the above criteria and those required as per “Section-6: Eligibility Compliance Sheet” should be uploaded electronically and document properly page numbered and indexed. Undertaking for subsequent submission of any of the required document/Deviations will not be entertained under any circumstances. GIL reserves the right to seek clarifications on the already submitted documents; however, no fresh documents shall be accepted. The time limit, in which the Bidders have to submit the additional information or present their projects, will be decided by the TEC and its decision will be final in this regard. Bidders failing to adhere to the specified time limit will be rejected.

4 SECTION - INSTRUCTIONS TO BIDDERS

4.1 GENERAL INSTRUCTION TO BIDDERS

All information supplied by Bidders may be treated as contractually binding on the Bidders on successful award of the assignment by the TENDERER based on this RFP. No commitment of any kind, contractual or otherwise shall exist unless and until a formal written contract has been executed by or on behalf of the TENDERER. Any notification of preferred bidder status by the TENDERER shall not give rise to any enforceable rights by the Bidder. The TENDERER may cancel this public procurement at any time prior to a formal written contract being executed by or on behalf of the TENDERER.

This RFP supersedes and replaces any previous public documentation, communications, and Bidders should place no reliance on such communications. The TENDERER may terminate the RFP process at any time and without assigning any reason. The TENDERER makes no commitments, express or implied, that this process will result in a business transaction with anyone.

4.2 COST OF BIDDING

The Bidder shall bear all costs associated with the preparation and submission of the Bid. The TENDERER will in no case be responsible for those costs, regardless of the conduct or outcome of the bidding process.

Bidder is requested to pay Rs. 17,700/- as a bid processing fee (Non-refundable) in the form of demand draft in favor of “Gujarat Informatics Ltd.” payable at Ahmedabad/Gandhinagar along with the EMD cover. In case of non-receipt of bid processing fees & EMD the bid will be rejected by GIL/Dept. of Science & Technology as non-responsive.

4.3 BIDDING DOCUMENT

Bidder can download the bid document and further amendment if any freely available on <https://www.gil.gujarat.gov.in> and <https://www.gil.nprocure.com> and upload the same on <https://www.gil.nprocure.com> on or before due date of the tender. Bidder is expected to examine all instructions, forms, terms, and specifications in the bidding documents. Failure to furnish all information required by the bidding documents or submits a Bid not substantially responsive to the bidding documents in every respect may result in the rejection of the Bid. Under no circumstances physical bid will be accepted.

4.4 CLARIFICATION ON BIDDING DOCUMENT

Bidders can seek written clarifications on or before pre-Bid to **GM (Accounts & Finance) & GM (Services)**, Gujarat Informatics Ltd., 2nd Floor, Block No. 2, Karmayogi Bhavan Gandhinagar 382010.

4.5 AMENDMENT OF BIDDING DOCUMENTS

At any time prior to the deadline for submission of bids, the TENDERER, for any reason, whether at its own initiative or in response to the clarifications requested by prospective bidders may modify the bidding documents by amendment & put on our websites.

All prospective bidders are requested to browse TENDERER'S website & any amendments/ corrigendum/ modification will be notified on the website and such modification will be binding on them. To allow prospective bidders a reasonable time to take the amendment into account in preparing their bids, the TENDERER, at its discretion, may extend the deadline for the submission of bids.

4.6 LANGUAGE OF BID

The Bid prepared by the Bidder, as well as all correspondence and documents relating to the Bid exchanged by the Bidder and the TENDERER shall be in English.

4.7 BID SECURITY/ EARNEST MONEY DEPOSIT (EMD)

Bidders shall submit, along with their Bids, EMD of Rs. 5,00,000/-, in the form of a Demand Draft OR in the form of an unconditional Bank Guarantee by Bank Guarantee (which should be valid for 6 months from the last date of bid submission) of any Nationalized Bank including the public sector bank or Private Sector Banks or Commercial Banks or Co-Operative Banks and Rural Banks (operating in India having branch at Ahmedabad/ Gandhinagar) as per the G.R. no. EMD/10/2018/18/DMO dated 16.04.2018 (http://www.gil.gujarat.gov.in/grs/DMO_2173_16_Apr_2018_714.pdf) issued by Finance Department or further instruction issued by Finance department time to time; in the name of "Gujarat Informatics Ltd." payable at Gandhinagar (in the format specified in Format III) and must be submitted along with the covering letter.

EMD of all unsuccessful bidders would be refunded by GIL within 60 Days on selection of successful bidder.

Exemption from submission of Earnest Money Deposit (EMD) and bid processing fee subject to submission of relevant documents as per Gujarat Purchase Policy 2024.

The EMD of the successful bidder would be returned upon successful submission of Performance Bank Guarantee as per the format provided in Format IV.

EMD amount is interest free and will be refundable to the unsuccessful bidders without any accrued interest on it.

The bid / proposal submitted without EMD and Bid Processing fee, mentioned above, will be summarily rejected.

The EMD may be forfeited, In case of a Bidder if:

The bidder withdraws its bid during the period of bid validity.

- The Bidder does not respond to requests for clarification of their Bid.
- The Bidder fails to co-operate in the Bid evaluation process.

In case of successful bidder, the said bidder fails:

- Fails to sign the agreement in time.
- Fails to submit performance bank guarantee.

4.8 LATE BIDS

Bids received after the due date and the specified time (including the extended period if any) for any reason whatsoever, shall not be entertained and shall be shall not be entertained and shall be REJECTED.

The bids submitted by telex/telegram/ fax/e-mail etc. shall not be considered. No Correspondence will be entertained on this matter.

4.9 SECTION COMPRISING THE BIDS

All forms / Tables, duly filled-in with necessary proofs, as required and stated in the bid document & supporting documents for eligibility criteria should be uploaded. The bid uploaded shall have the following documents:

Bid Security Section:

The bid security & bid processing fee (non-refundable) to be furnished to GIL office in the form of demand draft in favor of “Gujarat Informatics Ltd.” payable at Ahmedabad/Gandhinagar before the last date and time of the bid submission.

Eligibility Section

4.9.1.1 Financial Details of the Bidder. (In the Prescribed Format V)

4.9.1.2 Bidder's Experience. (In the Prescribed Format VI Form No. C)

Price Bid Section

Priced bid (in the prescribed format only as given in this RFP – Section 7)

Note: Filling up prices anywhere other than the prescribed shall render the bidder disqualified.

Annexure & Formats

4.9.1.3 Wherever a specific form is prescribed in the Bid document, the Bidder shall use the form to provide relevant information. If the form does not provide space for any required information, space at the end of the form or additional sheets shall be used to convey the said information. Failing to submit the information in the prescribed format, the bid is liable for rejection.

4.9.1.4 For all other cases, the Bidder shall design a form to hold the required information.

4.9.1.5 TENDERER shall not be bound by any printed conditions or provisions in the Bidder's Bid Forms

4.9.1.6 Prices shall be written in both words and figures. In the event of difference, the price in words shall be valid and binding.

4.10 BID OPENING

Bids will be opened in the presence of Bidder's representatives, who choose to attend. The Bidder's representatives who are present shall sign a register evidencing their attendance.

In the event of the specified date of Bid opening being declared a holiday for the GIL, the Bids shall be opened at the appointed time and location on the next working day.

The Bidder's names, bid modifications or withdrawals, discounts and the presence or absence of relevant Bid security and such other details as the TENDERER officer at his/her discretion, may consider appropriate, will be announced at the opening.

Immediately after the closing time, the TENDERER contact person shall open the Un-Priced Bids and list them for further evaluation.

Bids that are not opened at bid opening shall not be considered further for evaluation.

4.11 BID VALIDITY

Bids shall remain valid for 180 days after the date of Bid opening prescribed by the TENDERER.

A Bid valid for a shorter period shall be rejected as non-responsive.

In exceptional circumstances, the TENDERER may solicit 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 shall also be suitably extended. A Bidder's request to modify the Bid will not be permitted.

4.12 CONTACTING THE TENDERER

Bidder shall not approach the TENDERER officers outside of office hours and/ or outside the TENDERER office Premises, from the time of the Bid opening to the time the Contract is awarded. Any effort by a bidder to influence the TENDERER officers in the decisions on Bid evaluation, bid comparison or contract award may result in rejection of the Bidder's offer. If the Bidder wishes to bring additional information to the notice of the TENDERER, it should do so in writing.

4.13 REJECTION OF BIDS

The TENDERER reserves the right to reject any Bid, and to annul the bidding process and reject all bids at any time prior to award of Contract, without thereby incurring any liability to the affected Bidder(s) or any obligation to inform the affected Bidder(s) of the grounds for such decision.

4.14 BID EVALUATION PROCESS

Technical Evaluation

- 4.14.1.1 The TENDERER will form a Committee which will evaluate the proposals submitted by the bidders for a detailed scrutiny. During evaluation of proposals, the TENDERER, may, at its discretion, ask the bidders for clarification of their Proposals.
- 4.14.1.2 The bidders are expected to provide all the required supporting documents & compliances as mentioned in this RFP.
- 4.14.1.3 During the evaluation, committee may seek the clarification in writing from the bidder, if required. If bidder fails to submit the required clarifications in due time, the evaluation will be done based on the information submitted in the bid.
- 4.14.1.4 Financial bids will be opened for those bidders who shall qualify the technical evaluation.

Financial Evaluation

- 4.14.1.5 On a designated day and time, the Financial Bids of only those bidders who satisfy all conditions of the eligibility criteria may be opened electronically in the presence of the representatives of the technically qualified bidding companies and other entities.
- 4.14.1.6 The L1 rates for each category shall be determined from among the technically qualified bidders. All other technically qualified bidders has to match all the L1 rates corresponding to their respective tier and category items.
- 4.14.1.7 If there is a mismatch between values quoted in figures and words, the value quoted in words shall prevail.
- 4.14.1.8 An Evaluation Committee (EC) would scrutinize the commercial bids. Bids found lacking in strict compliance to the commercial bid format shall be rejected straightaway.
- 4.14.1.9 If there is only one bid, GIL reserves the right to process the single bid or take recourse to the process of re-tendering.
- 4.14.1.10 Arithmetical error will be rectified on the following basis. If there is a discrepancy between words and figures, the amount in words will prevail.
- 4.14.1.11 GIL reserves the right to use this tender to service its client's/ GIL project requirements.
- 4.14.1.12 The rates quoted should be as per industry standards for the prescribed experience of manpower under different categories.
- 4.14.1.13 The bids in which the bidder quote NIL charges/considerations, such bid will be treated as unresponsive and will not be considered.

4.15 AWARD OF CONTRACT

L1 bidder shall be decided based on the evaluation criteria mentioned below:

The tenderer will proceed to all other qualified bidders to match L1 rates. In the event that any qualified bidder refuses to match the L1 rates, this process will continue until successfully empanelment by matching the L1 rates gets completed.

All selected empaneled bidders have to start the operations from the date of the work order.

Once bidders are empaneled, tenderer/department will issue request for the manpower based on the actual requirement during the contract tenure, to all the empanelled vendors in respective tier. The selection of the resources would be done by the tenderer/department or representative of tenderer/department based on interviews. The tenderer/department would issue work order to empanelled vendors based on resources presented by them.

In case multiple vendors submits resume of same candidate(s), work order will be issued to empanelled vendor who submitted candidate first. (e.g., date and time of the submission email will be considered for the claim of first submission).

Current empanelled agencies are eligible to participate in the tender. However, if selected, their work will commence only after the completion of the existing empanelment period.

4.16 NOTIFICATION OF AWARD & SIGNING OF CONTRACT

Prior to expiration of the period of Bid validity, the TENDERER will notify the successful Bidders (for empanelment) and issue LoI.

Within fifteen (15) calendar days of receipt of the Contract Form, the successful Bidders (for empanelment) shall sign the Contract and return it to the TENDERER. All empaneled bidders shall submit Performance Bank guarantee as per Tier-I, Tier-II and Tier-III (Mentioned in the 4.23) valid for duration of 180 days beyond the expiry of contract.

4.17 FORCE MAJEURE

Force Majeure shall mean any event or circumstances or combination of events or circumstances that materially and adversely affects, prevents or delays any Party in performance of its obligation in accordance with the terms of the Agreement, but only if and to the extent that such events and circumstances are not within the affected party's reasonable control, directly or indirectly, and effects

of which could have prevented through Good Industry Practice or, in the case if construction activities through reasonable skill and care, including through the expenditure of reasonable sums of money. Any events or circumstances meeting the description of the Force Majeure which have same effect upon the performance of any contractor shall constitute Force Majeure with respect to the bidder. The Parties shall ensure compliance of the terms of the Agreement unless affected by the Force Majeure Events. The bidder shall not be liable for forfeiture of its implementation / Performance guarantee, levy of Penalties, or termination for default if and to the extent that it's delays in performance or other failure to perform its obligations under the Agreement is the result of Force Majeure.

4.18 FORCE MAJEURE EVENTS

The Force Majeure circumstances and events shall include the following events to the extent that such events or their consequences (it being understood that if a causing event is within the reasonable control of the affected party, the direct consequences shall also be deemed to be within such party's reasonable control) satisfy the definition as stated above. Without limitation to the generality of the foregoing, Force Majeure Event shall include following events and circumstances and their effects to the extent that they, or their effects, satisfy the above requirements:

Natural events

Natural Events to the extent they satisfy the foregoing requirements including:

- 4.18.1.1 Any material effect on the natural elements, including lightning, fire, earthquake, cyclone, flood, storm, tornado, or typhoon;
- 4.18.1.2 Explosion or chemical contamination (other than resulting from an act of war);
- 4.18.1.3 Epidemic such as plague;
- 4.18.1.4 Any event or circumstance of a nature analogous to any of the foregoing.

Other Events ("Political Events")

Political Events which occur inside or Outside the State of Gujarat or directly involve the State Government and the Central Government ("Direct Political Event"), including: Act of war (whether declared or undeclared), invasion, armed conflict or act of foreign enemy, blockade, embargo, revolution, riot, insurrection, civil commotion, act of terrorism or sabotage;

- 4.18.1.5 Strikes, work to rules, go-slows which are either widespread, nation- wide, or state- wide or are of political nature;
- 4.18.1.6 Any event or circumstance of a nature analogous to any of the foregoing.

Force Majeure Exclusions:

Force Majeure shall not include the following event(s) and/or circumstances, except to the extent that they are consequences of an event of Force Majeure:

- a. Unavailability, late delivery
- b. Delay in the performance of any contractor, sub-contractors, or their agents;

Procedure for Calling Force Majeure:

The Affected Party shall notify to the other Party in writing of the occurrence of the Force Majeure as soon as reasonably practicable, and in any event within 05 (five) days after the Affected Party came to know or ought reasonably to have known, of its occurrence and that the Force Majeure would be likely to have a material impact on the performance of its obligations under the Agreement.

4.19 CONTRACT OBLIGATIONS

Once a contract is confirmed and signed, the terms and conditions contained therein shall take precedence over the Bidder's bid and all previous correspondence.

4.20 AMENDMENT TO THE AGREEMENT

The Tenderer reserve right to amend the agreement if required. All alterations and changes in the Agreement will consider prevailing rules, regulations, and laws applicable in the state of Gujarat.

4.21 REPRESENTATIONS AND WARRANTIES

Representations and Warranties by the Selected Agency(ies):

- 4.21.1.1 It is a company duly organized and validly existing under the laws of India and has all requisite legal power and authority and corporate authorizations to execute the Agreement and carry out the terms, conditions, and provisions hereof. It has in full force and effect all requisite clearances, approvals and permits necessary to enter into the Agreement and perform its obligations hereof.
- 4.21.1.2 The Agreement and the transactions and obligations hereof do not contravene its constitutional documents or any law, regulation or government directive and will not contravene any provisions of, or constitute a default under, any other Agreement or instrument to which it is a party or by which it or its property may be bound or any of its obligations or undertakings by which it or any of its assets are bound or cause a limitation on its powers or cause it to exceed its authorized powers.
- 4.21.1.3 There is no pending or threatened actions, suits or proceedings affecting the Successful Bidder or its affiliates or any of their respective assets before a court, governmental agency, commission or arbitrator or administrative tribunal which affects the Successful Bidder's ability to perform its obligations under the Agreement; and neither Successful Bidder nor any of its affiliates have immunity from the jurisdiction of a court or from legal process (whether through service of notice, attachment prior to judgment, attachment in aid of execution or otherwise). The Successful Bidder confirms that all representations and warranties of the bidder set forth in the Agreement are true, complete, and correct in all respects.
- 4.21.1.4 No information given by the Successful Bidder in relation to the Agreement, project documents or any document comprising security contains any material wrong statement of fact or omits to state as fact which would be materially adverse to the enforcement of the rights and remedies of TENDERER or which would be necessary to make any statement, representation or warranty contained herein or therein true and correct.

Representations and Warranties by the TENDERER

- 4.21.1.5 It has full legal right; power and authority to execute the said project and to enter and perform its obligations under the Agreement and there are no proceedings pending.
- 4.21.1.6 The Agreement has been duly authorized, executed and delivered by the TENDERER and constitutes valid, legal, and binding obligation of TENDERER.

4.21.1.7 The execution and delivery of the Agreement with the Selected Agency(ies) does not violate any statutory judgment, order, decree, regulation, right, obligation or rule of any court, government authority or arbitrator of competent jurisdiction applicable in relation to the TENDERER, its assets, or its administration.

The place of the arbitration shall be Gandhinagar, Gujarat.

The Arbitration proceeding shall be governed by the Arbitration and Conciliation Act of 1996 as amended.

The proceedings of arbitration shall be in English language.

The arbitrator's award shall be substantiated in writing. The arbitration tribunal shall also decide on the costs of the arbitration procedure.

The Parties hereto shall submit to the arbitrator's award and the award shall be enforceable in any competent court of law.

4.22 BOOKS & RECORDS

The Selected Agency(ies) shall maintain adequate Documents Related to project's materials & equipment's for inspection and audit by the TENDERER during the terms of Contract until expiry of the performance guarantee.

4.23 PERFORMANCE GUARANTEE

The Selected Agency(ies) shall furnish Performance Bank Guarantee as under:

Category	PBG Amount	In words
Tier-1	INR 1,00,00,000.00	Rupees One Crore Only
Tier-2	INR 60,00,000.00	Rupees Sixty Lakhs Only
Tier-3	INR 10,00,000.00	Rupees Ten Lakhs Only

The performance guarantee will be in the form of bank guarantee for the amount as mentioned above towards faithful performance of the contract obligation, and performance of the equipment during Warranty period. In case of termination of contract, the TENDERER shall invoke the PBG.

The Performance Guarantee shall be valid for a period of 180 days beyond Contract period and shall be denominated in Indian Rupees and shall be in the form of an unconditional Bank Guarantee issued by all Public-Sector Banks/private banks having branch in Gandhinagar\Ahmedabad in the format provided by the TENDERER to be submitted Within 15 calendar days from the date of final work order.

The Performance Guarantee shall be discharged by the TENDERER and returned to the successful bidder within 30 calendar days from the date of expiry of the Performance Bank Guarantee.

4.24 TERMINATION CLAUSE

Termination by the TENDERER:

4.24.1.1 The TENDERER, reserves the right to suspend any of the services and/or terminate this agreement in the following circumstances by giving 30 days' notice in writing if:

- The bidder becomes the subject of bankruptcy, insolvency, and winding up, receivership proceedings;
- In case the TENDERER finds illegal use of hardware, software tools, manpower etc. that are dedicated to the project;
- If SLAs are not maintained properly and not provide services as per SLAs, then TENDERER has right to foreclose contract.

4.24.1.2 Upon occurrence of an event of default as set out in Clause above, either party will deliver a default notice in writing to the other party which shall specify the event of default and give the other party an opportunity to correct the default.

4.24.1.3 Upon expiry of notice period unless the party receiving the default notice remedied the default, the party giving the default notice may terminate the Agreement.

4.24.1.4 During the notice period, both parties shall, save as otherwise provided therein, continue to perform their respective obligations under this Agreement and shall not, whether by act of omission or commission impede or otherwise interfere with party's endeavor to remedy the default which gave rise to the commencement of such notice period.

4.24.1.5 The termination hereof shall not affect any accrued right or liability of either Party nor affect the operation of the provisions of the Contract that are expressly or by implication intended to come into or continue in force on or after such termination.

4.24.1.6 In case of termination bidder will be paid for the work/services already delivered till the date of termination after deduction of penalties, if any.

4.25 INDEMNIFICATION

4.25.1 GIL / Department shall own and have a right in perpetuity to use all Intellectual Property Rights which have arisen out of or in connection with the implementation of this Contract, including all processes, products, software, specifications, reports, drawings and other documents which have been developed by the consulting agency during the performance of Services and for the purposes of transfer, inter-alia use or sub-license of such Services under this Contract. The agency undertakes to disclose all Intellectual Property Rights arising out of or in connection with the performance of the Services to GIL/Department and execute all such agreements/documents and file all relevant applications, effect transfers and obtain all permits and approvals that may be necessary in this regard to effectively transfer and conserve the Intellectual Property Rights of GIL/Department. Ownership of intellectual property in usage of pre-existing material of the party shall continue to be with the respective party.

4.25.2 The Agency shall ensure that while it uses any software, hardware, processes or material in the course of performing the Services, it does not infringe the Intellectual Property Rights of any person and the Agency shall keep GIL indemnified under all circumstances against all costs, expenses and liabilities howsoever, arising out of any illegal or unauthorized use (piracy) or in connection with any claim or proceedings relating to any breach or violation of any permission/license terms or infringement of any Intellectual Property Rights by the Agency during the course of performance of the Services.

4.26 LIMITATION OF LIABILITY

Selected Agency(ies)'s cumulative liability for its obligations under the contract shall not exceed the value of the charges payable by the TENDERER within the remaining duration of the contract term from the day claim is raised.

4.27 CONFIDENTIALITY

Selected Agency(ies) understands and agrees that all materials and information marked and identified by the TENDERER as 'Confidential' are valuable assets of the TENDERER and are to be considered as proprietary information and property. Selected Agency(ies) will treat all confidential materials and information provided by the TENDERER with the highest degree of care necessary to ensure that unauthorized disclosure does not occur. Selected Agency(ies) will not use or disclose any materials or information provided by tenderer without its prior written permission.

Selected Agency(ies) shall not be liable for disclosure or use of any materials or information provided by the TENDERER or developed by Selected Agency(ies) which is:

- 4.27.1.1 Possessed by Selected Agency(ies) prior to receipt from the TENDERER, other than through prior disclosure by the TENDERER, as documented by Selected Agency(ies)'s written records;
- 4.27.1.2 Published or available to the public otherwise than through a breach of Confidentiality; or
- 4.27.1.3 Obtained by Selected Agency(ies) from a third party with a valid right to make such disclosure, provided that said third party is not under a confidentiality obligation to the TENDERER; or
- 4.27.1.4 Developed independently by the Selected Agency(ies).

If Selected Agency(ies) is required by judicial or administrative process to disclose any information or materials required to be held confidential hereunder, Selected Agency(ies) shall promptly notify the TENDERER and allow reasonable time to oppose such process before making disclosure.

Selected Agency(ies) understands and agrees that any use or dissemination of information in violation of this Confidentiality Clause will cause the TENDERER irreparable harm, may leave the TENDERER with no adequate remedy at law and the TENDERER is entitled to seek to injunctive relief.

The TENDERER does not follow the practice of asking Confidential Information of Selected Agency(ies), however if any confidential information is required/shared by the Selected Agency(ies) then Selected Agency(ies) must clearly marked it as "Strictly confidential". The TENDERER in turn will not share the same without prior concern of the Selected Agency(ies).

Above mentioned "confidentiality clause" shall be applicable on both the parties i.e., the TENDERER and the successful bidder.

4.28 SERVICE TERMS

The entire scope of the work depends on the technical skill and experience in management of the same level or kind of capabilities.

It is mandatory for Bidder to deploy qualified professional to develop / modify, test, deploy & maintain the proposed applications, as defined under scope of work.

The Bidder must submit regular schedule of manpower availability.

The Bidder will need to coordinate and approach various departments/Sub- departments/Boards /Corporations during this contract.

The Bidder is responsible to maintain documentation on the progress of the work and will have to update the same on regular basis. Bidder will have to submit the progress reports regularly, as per the guidelines issued by TENDERER/Department from time-to-time.

Tenderer/Department shall provide office space to the operational manpower in its own premise during project period. All other expenses related to I card printing etc. in case required, must be completely borne by respective department

The bidder shall ensure that security measures, policies and procedures implemented are adequate to protect and maintain the confidentiality of the Confidential Information. Bidder also agrees and acknowledges that it shall adhere to reasonable security practices over all sensitive personal information of the said project as prescribed by various rules under I.T. Act, 2000 (as amended from time to time).

4.29 FRAUDULENT AND CORRUPT PRACTICES

Fraudulent practice means a misrepresentation of facts to influence a procurement process or the execution of a Contract 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 TENDERER of the benefits of free and open competition.

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

The TENDERER will reject a proposal for award and may forfeit the EMD and/or Performance Bank Guarantee if it determines that the bidder recommended for award has engaged in corrupt or fraudulent practices in competing for, or in executing, contract(s).

4.30 NON-DISCLOSURE AGREEMENT (NDA)

Selected Agency(ies) shall sign a mutually agreed Non-Disclosure Agreement (NDA) with the TENDERER at the time of deployment. The format of NDA proposed to be signed shall be as per the **Format-XI**. A copy of the signed NDA shall be provided to Selected Agency(ies) by the TENDERER for record keeping / reference purpose.

4.31 COPYRIGHT AND INTELLECTUAL PROPERTY RIGHTS

The TENDERER will have exclusive right to use and own the application software (as customized from time to time), its source code along with further development rights and its derivatives. The software prepared cannot be used for any purpose whatsoever without the written consent of the TENDERER.

No software or services covered by the contract shall be developed or done by the company in violation of any right whatsoever of third party, and in particular, but without prejudice to the generality of the foregoing of any patent right, trademark or Similar right, or of any charge, mortgage or lien. Vendor will indemnify the TENDERER for all such correspondence.

All IPR in relation to project documents, source code, project developed, architecture, assets, resources, designs, drawings etc. shall vest with the TENDERER, and the bidder shall not use any such for any other purpose.

4.32 APPROVALS/CLEARANCES

Necessary approvals/ clearances concerned authorities, for establishing the proposed project needs to be obtained by the Selected Agency(ies).

Necessary approvals/ clearances from concerned authorities, as required, for fire protection, government duties / taxes need to be obtained by the selected bidder.

4.33 PERIOD OF CONTRACT AND EXTENSION OF WORK

The Contract will be signed with the successful bidder initially for a period of 03 (Three years). At the end of the contract duration, i.e., 03 (Three) years, performance of the selected bidder may be reviewed, and the contract may be extended on mutually agreement by one (01) or more year, as per the terms and conditions specified in bid documents.

4.34 SUPPORT FROM EXTERNAL AGENCY

Sub-letting/contracting of entire work or in part thereof is not permitted. The bidder needs to complete all the defined activities as per scope of work on its own. No Data/ Information should be sent out of the premise without obtaining prior written confirmation from the TENDERER. The successful bidder shall be allowed to obtain advisory support from within its organization towards legal or contractual vetting of drafts.

4.35 USE OF AGREEMENT DOCUMENTS AND INFORMATION

The Bidder shall not without prior written consent from TENDERER disclose the Agreement or any provision thereof or any specification, plans, drawings, pattern, samples, or information furnished by or on behalf of TENDERER in connection therewith to any person other than the person employed by the Bidder in the performance of the Agreement. Disclosure to any such employee shall be made in confidence and shall extend only as far as may be necessary for such performance.

The Bidder shall not without prior written consent of TENDERER make use of any document or information made available for the project except for purposes of performing the Agreement.

All project related documents issued by TENDERER other than the Agreement itself shall remain the property of TENDERER and Originals and all copies shall be returned to TENDERER on completion of the Bidder's performance under the Agreement, if so, required by the TENDERER.

4.36 TAXES & DUTIES

Bidder is liable for all taxes and duties etc. as may be applicable from time to time.

4.37 ROLES & RESPONSIBILITIES OF STAKEHOLDERS

The following shall describe the roles & responsibilities of various stake holders in this project.

Tenderer/Concerned Department

- 4.37.1.1 Providing all the required infrastructure (physical & IT) and related items
- 4.37.1.2 Monitoring & Supervision.
- 4.37.1.3 Verification of Status Reports
- 4.37.1.4 Remuneration Confirmation of selected resource
- 4.37.1.5 Representation in Interview Panel
- 4.37.1.6 Payment, performance review, confirmation on resignation requirement from all empaneled agencies.

Bidder/Operator

- 4.37.1.7 Carry out work assigned as per terms and conditions defined within the scope of this RFP and as decided time to time by the Tenderer.
- 4.37.1.8 Upon verification, evaluation/assessment, if in case any information furnished by the bidder is found to be false/incorrect, the respective bid of the bidder shall be summarily rejected and no correspondence on the same, shall be entertained.
- 4.37.1.9 Engage qualified, skilled, and good conduct personnel.
- 4.37.1.10 The manpower required is to be engaged by the bidder within the specified time.
- 4.37.1.11 Maintain a proper database of all the resources engaged with the Tenderer. Records should contain each information related to resources such as PF, ESI, Remuneration, leave, absentee etc. and submit to Tenderer/Department as and when required.
- 4.37.1.12 The bidder is liable for damages on account of any violation by the employees engaged under the Information Technology Act and other prevalent laws of the country.
- 4.37.1.13 Bidder shall provide an undertaking for the implementation of Data Confidentiality and privacy of the projects undertaken;
- 4.37.1.14 In case, the person employed by the bidder commits any act of omission/commission that amounts to misconduct/indiscipline/incompetence, the bidder will be liable to take appropriate disciplinary action against such persons, including their removal from the site of work / project and any other necessary action as required by GIL/department and provisions of the legal framework of the country.
- 4.37.1.15 The Selected Agency(ies) shall first scrutinize the sponsored resource profile at their level first before submission of profiles to the Tenderer, as per the provided educational and technical requirement criteria.
- 4.37.1.16 The bidder shall remove immediately any of its personnel who is found unacceptable to this GIL/Department because of security risks, incompetence, conflict of interest, improper conduct etc. upon receiving a notice from GIL/department and has to provide suitable replacement.
- 4.37.1.17 Background verification: All the manpower engaged by Selected Agency(ies) may be subjected to proper background verification check for Date of Birth, Educational Qualifications, Experience, and police verification of antecedents within 30 days of joining.
- 4.37.1.18 Duplicate CV can be processed after 90 days from same TIER only from the submission of CV and the same should not be in any stage of recruitment process.

4.38 RECRUITMENT PROCESS

The concerned department may refer to this tender and undertake direct recruitment independently, without any involvement of GIL. However, department will require to follow all the terms and conditions of the tender.

Departments intending to avail services under TIER-I must obtain prior approval from DST.

In case, the recruitment is to be carried out through GIL, the following process shall be adopted.

Department will share the recruitment request as per **Annexure-A** to GIL exactly as per the tender terms and conditions.

Received request form will be analyzed by GIL and in case of any discrepancy then respective department will be required to modify the same. Only recruitment request as per the tender will be floated to all empanelled agencies by GIL.

Agencies will have to provide CVs as per the recruitment request and tender terms after due verification strictly as per the requirement and in the format given by GIL.

Department/GIL will schedule interview as per requirement. Interview committee shall comprise of Representative(s) from Department, Technical Representative(s) from/by Department, Technical Representative(s) GIL (only on request if same expertise resource is available with GIL and when technical expert is not available at department), GIL-HR Representative (for coordination with Department) and respective Agency Representative (for coordination with Candidates) will be available for smooth interview (online/offline) process.

Respective Agency shall share the attendance (which should be in the ratio of 1:3 for each vacancy) of the interview by the end of next working day so that GIL can seek for feedback from respective Department. Respective Department shall provide feedback as early as possible which shall include marks and selection of candidate as well as remarks for Rejection with detailed reasons/ Next round of interview/ practical / Selection. (Candidate with minimum 60% marks will be considered for eligible for next round of interview/practical/selection).

Once the feedback is received by interview committee, GIL/Department shall inform the same to respective agency. Agency will confirm acceptance with Date of Joining of the candidate to GIL/Department which will be shared to respective department.

GIL will share the selection of the candidate/s to the respective department and on the basis of that respective department will issue the work order to the concerned agency. All further communications and process like payment, renewal, revision in pay, grievance etc shall be done by respective Department.

GIL will charge 3% of unit rate for 6 months from the date of joining of the manpower services provided to the respective department as per DST GR: – LAN-2004-927-DST dated 30th July, 2004. In case any employee leaves department before 6 months, surplus/deficit will be adjusted as per the respective Unit Rate.

Further, respective department will take care of the payment at their level.

In case of resignation of any employee, respective department will give confirmation for resignation acceptance and generate new requirement to GIL

4.39 ADHERENCE TO THE HR POLICY

The bidder shall be abided to follow on its engaged resources with the Tenderer/Department.

Selected employee will get 18 paid leaves per contract of 12 months (1.5 per month) on pro-rata basis, that will not be encashed or carry forward at the end of contract.

Deputed resources will have to adhere to the tenderer's/department business hour, working days and holidays. However, they may have to work on weekly off day/holidays as per the requirement. Decision of tenderer/department in this regard will be binding on bidder.

If any employee will join on or before 10th of any month then he/she will be eligible for the 1.5 paid leave for that particular month of the contract. And if joining is between 11th to 20th of any month then he/she will be eligible for the 1 paid leave for that particular month of the contract. In case of resignation with notice period, the reverse will be applied i.e. 1st to 10th : No leave, 11th to 20th : 01 leave and after 20th : 1.5 leave.

In case of resignation, employee will have to serve minimum 02 month of notice period from the date of resignation submitted to respective department and agency.

However, if a resource has to undertake a tour in the interest of the project with the prior approval of tenderer/department, then tenderer/department shall reimburse travelling Allowance (TA) as per admissibility. TA will be paid as per tenderer/department policy.

If date of joining for any contract is holiday, then next working day will be considered.

If end date of any contract is a holiday, then previous working day will be considered.

In case of early relieving from Department side, no penalty shall be imposed to agency.

4.40 LABOUR LAWS

The bidder shall be solely responsible for the payment of wages to the deployed manpower and ensure its timely payment thereof.

The bidder shall duly maintain a register giving particulars of the deployed manpower, nature of work, rate of wages, etc.

The bidder shall also ensure compliance to the following labor legislations:

- i. Minimum Wages Act*
- ii. Maternity benefit Act*
- iii. Workmen's Compensation Act, if the ESI Act does not apply *

*Applicable as per respective state and Unit rate is inclusive of all the labor legislations. No any additional payment will be made by the GIL/Department over and above the Unit Rates at any point of time during the contract.

The bidder shall be solely responsible to adhere to all the rules and regulations relating to labor practices and service conditions of its workmen and at no time shall it be the responsibility of GIL.

The bidder shall indemnify tenderer against any liability incurred on account of any default by the bidder or manpower deployed by it.

Neither the bidder nor his workmen can be treated as employees of tenderer/Department for any purposes. They are not entitled for any claim, right, preference, etc. over any job/regular employment of tenderer. The bidder or its workmen shall not at any point of time have any claim whatsoever against tenderer.

5 SECTION - INTRODUCTION & SCOPE OF WORK

GIL currently provides Government to Government (G2G) services like Enterprise Resource Planning (ERP), Integrated Workflow and Document Management System (IWDMS), Integrated Financial Management System (IFMS) etc. and Government to Citizen (G2C) services through Digital Gujarat. Additionally, GIL is working on Website and Portal development of various departments of Government of Gujarat and other small-scale projects.

Gujarat Informatics Limited (herein after referred to as GIL/ TENDERER), Gandhinagar invites bids from eligible bidders for empanelment of agencies for providing “IT Technical Manpower” for GIL & various Govt. Departments / Offices / Boards / Corporations/ Company etc. through GIL.

IT CONSULTANT

Responsibilities:

5.1.1.1 Advisory and Consultancy:

- Provide expert advice on eGovernance strategies, frameworks, and best practices to government departments.
- Conduct assessments to identify opportunities for implementing AI, machine learning, data analytics, and GPR in government processes.
- Recommend appropriate technologies and methodologies for digital transformation and process automation.
- Pre and post activities of RFP.

5.1.1.2 AI/ML and Data Analytics Advisory:

- Evaluate the potential for AI and machine learning applications in eGovernance projects, such as predictive analytics, natural language processing, and computer vision.
- Advise on the integration of AI/ML solutions to improve decision-making, enhance service delivery, and optimize operational efficiency.
- Support departments in leveraging data analytics to gain insights, drive policy decisions, and monitor the effectiveness of eGovernance initiatives.

5.1.1.3 Government Process Reengineering (GPR):

- Analyze current government processes and identify areas where GPR can be applied to increase efficiency and reduce bureaucracy.
- Develop and recommend reengineered processes that align with eGovernance objectives and leverage digital technologies.
- Support the implementation of reengineered processes, ensuring minimal disruption to existing operations and maximizing the benefits of digital transformation.

5.1.1.4 Technology Evaluation & Implementation Support:

- Assess the technical feasibility of proposed solutions, including AI/ML tools and GPR initiatives, and provide recommendations.
- Assist departments in evaluating and selecting IT solutions that align with their goals, particularly in the areas of AI, machine learning, data analytics, and GPR.
- Offer guidance on the integration of new technologies with existing systems, ensuring smooth implementation and operation.

5.1.1.5 Policy Development & Compliance Advisory:

- Provide expertise in drafting and updating policies related to eGovernance, AI ethics, data protection, cybersecurity, and digital identity management.
- Ensure that recommended solutions and practices comply with relevant national and state-level regulations.
- Advise on the legal and regulatory implications of eGovernance, AI/ML, and GPR initiatives.

5.1.1.6 Capacity Building & Knowledge Transfer:

- Design ~~and deliver~~ training programs focused on eGovernance, AI/ML, data analytics, GPR, and related technologies for government staff.
- Assist in conducting workshops, seminars, and training sessions to enhance the knowledge and skills of government employees.
- Facilitate knowledge transfer to ensure the sustainability of eGovernance, AI/ML, and GPR projects within departments.

5.1.1.7 Presentation and Communication:

- Prepare and deliver high-quality presentations to government stakeholders, including senior officials, to explain complex technical concepts and process reengineering strategies in an accessible manner.
- Develop detailed reports, case studies, and documentation to support decision-making processes.
- Communicate findings, recommendations, and progress updates effectively to both technical and non-technical audiences.

5.1.1.8 Documentation & Reporting:

- Document case studies, lessons learned, and best practices related to eGovernance, AI/ML, and GPR implementations.
- Provide regular updates and progress reports to the relevant authorities on consultancy activities.
- Maintain comprehensive documentation to ensure transparency and continuity.

5.1.1.9 Business Process Re-Engineering:

Study of business processes, Organization structure of government departments, identification and analysis of gaps and proposing To-Be processes for improved and efficient delivery of G2G services with the use of ICT.

5.1.1.10 Strategy and Management – Application Rollout

Consultancy for strategic planning and management during any/all phases of project on assessment/ planning/ implementation/ continuous improvement of strategy for implementation and rollout of large/ medium/ small ICT/ e-Governance service delivery project including feasibility study/ policy assessment/ impact assessment/ IT roadmap etc.

5.1.1.11 Project Management

(E-Governance project conceptualization and designing including gap analysis and BPR) To provide consultancy support in any/all phases of the project viz: initiation, planning, executing, controlling, monitoring, and transitioning while managing scope, time, risk etc. before, during and after implementation of any ICT/e-Governance service delivery project. Study other state initiatives/market research & suggest the gap for easy role out in new/existing project.

5.1.1.12 DPR, RFP Preparation and Bid Process Management

Consultancy during any/all phases of Bid Process Management including preparation of Detailed Project Report (DPR), Business model, risk analysis, stakeholder analysis, RFP Preparation (requirement gathering/ functional requirement specifications/ implementation timelines/ defining service levels/ payment terms/ contract finalization/ costing model etc.), pre- bid meetings, evaluation of bids (Pre- Qualification/ Technical/Financial) etc.

5.1.1.13 IT Policy/e-Governance Policy/Electronics Policy/Procurement policies

Provide consultancy on procurement matters in Gujarat Informatics Limited including providing assistance on procurement of goods and services. Advise/manage on matters related to e-Procurement/ tender process/ policies/ IT Policy/e-Governance Policy/Electronics Policy and study the various policies of DST, prepare presentation/concept paper to attract investors in Gujarat.

5.1.1.14 Data Centre- Computing, storage, virtualization, Power Infrastructure, Cooling infrastructure

Consultancy during any / all phases of the project on sizing / solutions design for large / medium / small projects on conceptualization / design / architecture / analysis / monitoring / performance improvement which may have requirements for IT infrastructure setup (Computing / Storage / Virtualization / Electrical Power requirements / SLA monitoring / Third Party Audit / Cooling requirements for Large / Medium / Small Server Room / Data Centre) in simple / complex heterogeneous systems environments leading to enablement of IT enabled service delivery for Gujarat Informatics Limited.

5.1.1.15 IT Network Specialist:

Consultancy during any / all phases of the projection conceptualization / design / architecture / analysis / SLA monitoring / Third Party Audit / performance improvement for Large / Medium / Small-Networking / LAN / WAN / e-Governance project with Gujarat Informatics Limited and any other related work assigned by GIL.

5.1.1.16 Contract/RFP Vetting:

Vetting of draft RFP/ Contract / Agreement clause which includes definitions, obligation, commercial liability, termination, waiver, force majeure, penal clause, amendments, survival cum protection clause, dispute & settlement, arbitration and such other that may be relevant to the particular Contract /Agreement /RFP.

* In case of Niche/Advanced technology like blockchain, fintech, deeptech, quantum computing, Cloud etc the selected agency will have to provide consultant as per the tenderer requirement.

IT TECHNICAL MANPOWER

Department of Science and Technology, Government of Gujarat is the nodal department for the state government to implement IT & eGovernance initiatives across the state. For e.g., key projects implemented by DST, GoG in recent past are GSWAN & GSDC 2.0, GoG Cloud, Digital Gujarat, GSUAN, VISWAS, GFGNL-ERP, eSarkar, HRMS 2.0 (KARMYOGI) other IT initiatives, application/website development/maintenance projects of Govt. Departments.

Gujarat Informatics Limited (GIL) is being nodal agency of various DST projects implemented across the state by various government department/board/corporation, TENDERER desires to empanelment of bidders to provide required Technical manpower under the disposal of TENDERER to do the various Project & its related activities as mentioned below (but not limited to) The successful agency shall deploy Technical resources with the desired qualification, experience and skills set for the TENDERER in conceptualization, documentation, development, implementation, and monitoring of various project(s). The desired qualification and experience are given below in this section.

- 5.1.2.1 Technical resources would be deployed on full time basis at the TENDERER office or any other location as per the TENDERER's requirement. The team will execute Software Development Lifecycle which includes requirement gathering, preparation of SRS and FRS, Database Creation and Management, Application development, Server and System Administration, Support, Operation and Maintenance, Testing, Quality Check, Data Analysis and Documentation for projects of the TENDERER.
- 5.1.2.2 Management and maintenance of portals / any other web-based applications developed by the TENDERER any other state government department.
- 5.1.2.3 To incorporate modifications in the existing applications, facilitating additional modules and features as per the requirement of the TENDERER or any other State government department.
- 5.1.2.4 Coordination of the project activities of different stakeholders and resolution of their concerns / issues, if any, from time to time.
- 5.1.2.5 Generating data and reports as per the requirement of the TENDERER/Department.

5.1.2.6 Technical Documentation: preparation of high-level design (HLD), Low level design (LLD), Documents, Hardware Configuration documents, Control flow diagrams, Source-code documentation, API documentation etc.

5.1.2.7 Any other activities/task in connection with ICT and related capacity building assigned by the TENDERER.

Bidder shall be responsible to provide the following categories of manpower:

5.2 MANPOWER REQUIREMENT:

The bidder shall ensure availability of resource, as and when required.

Manpower will be provided at on-site by the bidder.

Tenderer may hire manpower services from successful bidder for minimum one month.

Following is the minimum manpower requirement:

IT TECHNICAL MANPOWER

1.	Team Leader- Java Technologies/ Spring Boot	
	Educational Requirement	- MCA OR - BE / B.Tech. with specialization in Computers Science/ IT/ Electronics & Communication) or Equivalent specialization OR - M.Sc./ M. Tech/ ME in Computer Science/IT or Equivalent specialization OR - Master’s degree Electronics with Post Graduate Diploma in Computer Science or Equivalent specialization
	Technical Requirement	Will be informed after award of contract and while placing the resource requirement request by the TENDERER
	Desirable Requirement	
2.	Technical Team Leader- Dot Net Technologies / Other Open-Source Technologies	
	Educational Requirement	- MCA OR - BE / B.Tech. with specialization in Computers Science/ IT/ Electronics & Communication) or Equivalent specialization OR - M.Sc./ M. Tech/ ME in Computer Science/IT or Equivalent specialization OR - Master’s degree Electronics with Post Graduate Diploma in Computer Science or Equivalent specialization
	Technical Requirement	Will be informed after award of contract and while placing the resource requirement request by the TENDERER
	Desirable Requirement	
3.	Solution Architect- Java Technologies/ Spring Boot	
	Educational Requirement	- MCA OR - BE / B.Tech. with specialization in Computers Science/ IT/ Electronics & Communication) or Equivalent specialization OR - M.Sc./ M. Tech/ ME in Computer Science/IT or Equivalent specialization OR - Master’s degree Electronics with Post Graduate Diploma in Computer Science or Equivalent specialization
	Technical Requirement	Will be informed after award of contract and while placing the resource requirement request by the TENDERER
	Desirable Requirement	

4.	Solution Architect- Dot Net Technologies / Python Other Open-Source Technologies	
	Educational Requirement	- MCA OR - BE / B.Tech. with specialization in Computers Science/ IT/ Electronics & Communication) or Equivalent specialization OR - M.Sc./ M. Tech/ ME in Computer Science/IT or Equivalent specialization OR - Master’s degree Electronics with Post Graduate Diploma in Computer Science or Equivalent specialization
	Technical Requirement	Will be informed after award of contract and while placing the resource requirement request by the TENDERER
	Desirable Requirement	
5.	Software Developer – Java Technologies/ Spring Boot	
	Educational Requirement	- MCA OR - BE / B.Tech. with specialization in Computers Science/ IT/ Electronics & Communication) or Equivalent specialization OR - M.Sc./ M. Tech/ ME in Computer Science/IT or Equivalent specialization OR - Master’s degree Electronics with Post Graduate Diploma in Computer Science or Equivalent specialization
	Technical Requirement	Will be informed after award of contract and while placing the resource requirement request by the TENDERER
	Desirable Requirement	
6.	Software Developer – Dot Net Technologies/ Other Open-Source Technologies PHP Developer (Only for Tier-3)	
	Educational Requirement	- MCA OR - BE / B.Tech. with specialization in Computers Science/ IT/ Electronics & Communication) or Equivalent specialization OR - M.Sc./ M. Tech/ ME in Computer Science/IT or Equivalent specialization OR - Master’s degree Electronics with Post Graduate Diploma in Computer Science or Equivalent specialization
	Technical Requirement	Will be informed after award of contract and while placing the resource requirement request by the TENDERER
	Desirable Requirement	
7.	Full Stack Developer	
	Educational Requirement	- MCA OR - BE / B.Tech. with specialization in Computers Science/ IT/ Electronics & Communication) or Equivalent specialization OR - M.Sc./ M. Tech/ ME in Computer Science/IT or Equivalent specialization OR - Master’s degree Electronics with Post Graduate Diploma in Computer Science or Equivalent specialization
	Technical Requirement	Will be informed after award of contract and while placing the resource requirement request by the TENDERER
	Desirable Requirement	

8.	Developer User Interface/ UX/ Web Designer	
	Educational Requirement	- MCA OR - BE / B.Tech. with specialization in Computers Science/ IT/ Electronics & Communication) or Equivalent specialization OR - M.Sc./ M. Tech/ ME in Computer Science/IT or Equivalent specialization OR - Master’s degree Electronics with Post Graduate Diploma in Computer Science or Equivalent specialization OR - BCA/ B. Sc (Computer/IT)
	Technical Requirement	Will be informed after award of contract and while placing the resource requirement request by the TENDERER
	Desirable Requirement	
9.	Mobile App Developer (Android/ Flutter/ IOS)	
	Educational Requirement	- MCA OR - BE / B.Tech. with specialization in Computers Science/ IT/ Electronics & Communication) or Equivalent specialization OR - M.Sc./ M. Tech/ ME in Computer Science/IT or Equivalent specialization OR - Master’s degree Electronics with Post Graduate Diploma in Computer Science or Equivalent specialization
	Technical Requirement	Will be informed after award of contract and while placing the resource requirement request by the TENDERER
	Desirable Requirement	
10.	Data base Administrator	
	Educational Requirement	- MCA OR - BE / B.Tech. with specialization in Computers Science/ IT/ Electronics & Communication) or Equivalent specialization OR - M.Sc./ M. Tech/ ME in Computer Science/IT or Equivalent specialization OR - Master’s degree Electronics with Post Graduate Diploma in Computer Science or Equivalent specialization
	Technical Requirement	Will be informed after award of contract and while placing the resource requirement request by the TENDERER
	Desirable Requirement	
11.	System Administrator	
	Educational Requirement	- MCA OR - BE / B.Tech. with specialization in Computers Science/ IT/ Electronics & Communication) or Equivalent specialization OR - M.Sc./ M. Tech/ ME in Computer Science/IT or Equivalent specialization OR - Master’s degree Electronics with Post Graduate Diploma in Computer Science or Equivalent specialization OR - BCA/ B. Sc (Computer/IT)
	Technical Requirement	Will be informed after award of contract and while placing the resource requirement request by the TENDERER
	Desirable Requirement	

12.	Cyber Security/ IT Security Expert/ Security Auditor	
	Educational Requirement	- MCA OR - BE / B.Tech. with specialization in Computers Science/ IT/ Electronics & Communication) or Equivalent specialization OR - M.Sc./ M. Tech/ ME in Computer Science/IT or Equivalent specialization OR - Master's degree Electronics with Post Graduate Diploma in Computer Science or Equivalent specialization - Specialized certification in Cyber Security will be given preference
	Technical Requirement	Will be informed after award of contract and while placing the resource requirement request by the TENDERER
	Desirable Requirement	
13.	Quality Analyst cum Application Tester (Manual)	
	Educational Requirement	- BE/ B. Tech in Computer Science/ Computer Engineering/ IT or Equivalent specialization - BE/ B. Tech/ Master's in Computer Science/ Computer Engineering/ IT or Equivalent specialization (L3 Position)
	Technical Requirement	Will be informed after award of contract and while placing the resource requirement request by the TENDERER
	Desirable Requirement	
14.	Quality Analyst cum Application Tester (Automation)	
	Educational Requirement	- BE/ B. Tech in Computer Science/ Computer Engineering/ IT or Equivalent specialization - BE/ B. Tech/ Master's in Computer Science/ Computer Engineering/ IT or Equivalent specialization (L3 Position)
	Technical Requirement	Will be informed after award of contract and while placing the resource requirement request by the TENDERER
	Desirable Requirement	
15.	Technical Support Engineer	
	Educational Requirement	- MCA OR - BE / B.Tech. with specialization in Computers Science/ IT/ Electronics & Communication) or Equivalent specialization OR - M.Sc./ M. Tech/ ME in Computer Science/IT or Equivalent specialization OR - Master's degree Electronics with Post Graduate Diploma in Computer Science or Equivalent specialization OR - BCA/ B. Sc (Computer/IT)
	Technical Requirement	Will be informed after award of contract and while placing the resource requirement request by the TENDERER
	Desirable Requirement	
16.	GIS Developer	
	Educational Requirement	- MCA OR - BE / B.Tech. with specialization in Computers Science/ IT/ Electronics & Communication) or Equivalent specialization OR - M.Sc./ M. Tech/ ME in Computer Science/IT or Equivalent specialization OR - Master's degree Electronics with Post Graduate Diploma in Computer Science or Equivalent specialization
	Technical Requirement	Will be informed after award of contract and while placing the resource requirement request by the TENDERER
	Desirable Requirement	

17.	Data Analyst	
	Educational Requirement	- MCA OR - BE / B.Tech. with specialization in Computers Science/ IT/ Electronics & Communication) or Equivalent specialization OR - M.Sc./ M. Tech/ ME in Computer Science/IT or Equivalent specialization OR - Master’s degree Electronics with Post Graduate Diploma in Computer Science or Equivalent specialization
	Technical Requirement	Will be informed after award of contract and while placing the resource requirement request by the TENDERER
	Desirable Requirement	
18.	Python Developer	
	Educational Requirement	- MCA OR - BE / B.Tech. with specialization in Computers Science/ IT/ Electronics & Communication) or Equivalent specialization OR - M.Sc./ M. Tech/ ME in Computer Science/IT or Equivalent specialization OR - Master’s degree Electronics with Post Graduate Diploma in Computer Science or Equivalent specialization
	Technical Requirement	Will be informed after award of contract and while placing the resource requirement request by the TENDERER
	Desirable Requirement	
19.	Cloud Architect	
	Educational Requirement	- MCA OR - BE / B.Tech. with specialization in Computers Science/ IT/ Electronics & Communication) or Equivalent specialization OR - M.Sc./ M. Tech/ ME in Computer Science/IT or Equivalent specialization OR - Master’s degree Electronics with Post Graduate Diploma in Computer Science or Equivalent specialization - Specialized certification in Cloud Architecture will be given preference
	Technical Requirement	Will be informed after award of contract and while placing the resource requirement request by the TENDERER
	Desirable Requirement	
20.	DB Developer	
	Educational Requirement	- MCA OR - BE / B.Tech. with specialization in Computers Science/ IT/ Electronics & Communication) or Equivalent specialization OR - M.Sc./ M. Tech/ ME in Computer Science/IT or Equivalent specialization OR - Master’s degree Electronics with Post Graduate Diploma in Computer Science or Equivalent specialization
	Technical Requirement	Will be informed after award of contract and while placing the resource requirement request by the TENDERER
	Desirable Requirement	

21.	Blockchain Developer	
	Educational Requirement	- MCA OR - BE / B.Tech. with specialization in Computers Science/ IT/ Electronics & Communication) or Equivalent specialization OR - M.Sc./ M. Tech/ ME in Computer Science/IT or Equivalent specialization OR - Master’s degree Electronics with Post Graduate Diploma in Computer Science or Equivalent specialization
	Technical Requirement	Will be informed after award of contract and while placing the resource requirement request by the TENDERER
	Desirable Requirement	
22.	Business Analyst	
	Educational Requirement	- MCA OR - BE / B.Tech. with specialization in Computers Science/ IT/ Electronics & Communication) or Equivalent specialization OR - M.Sc./ M. Tech/ ME in Computer Science/IT or Equivalent specialization OR - Master’s degree Electronics with Post Graduate Diploma in Computer Science or Equivalent specialization
	Technical Requirement	Will be informed after award of contract and while placing the resource requirement request by the TENDERER
	Desirable Requirement	
23.	Project Manager	
	Educational Requirement	- MCA OR - BE / B.Tech. with specialization in Computers Science/ IT/ Electronics & Communication) or Equivalent specialization OR - M.Sc./ M. Tech/ ME in Computer Science/IT or Equivalent specialization OR Master’s degree Electronics with Post Graduate Diploma in Computer Science or Equivalent specialization
	Technical Requirement	Will be informed after award of contract and while placing the resource requirement request by the TENDERER
	Desirable Requirement	
24.	ETL Engineer	
	Educational Requirement	- BE/ B. Tech in Computer Science/ Computer Engineering/ IT or Equivalent specialization - BE/ B. Tech/ Master’s in Computer Science/ Computer Engineering/ IT or Equivalent specialization (L3 Position)
	Technical Requirement	Will be informed after award of contract and while placing the resource requirement request by the TENDERER
	Desirable Requirement	
25.	AI/ML Engineer	
	Educational Requirement	- BE/ B. Tech in Computer Science/ Computer Engineering/ IT or Equivalent specialization
	Technical Requirement	Will be informed after award of contract and while placing the resource requirement request by the TENDERER
	Desirable Requirement	
26.	Data Scientist	
	Educational Requirement	- BE/ B. Tech in Computer Science/ Computer Engineering/ IT/ Data Science/ Statistics or Equivalent specialization
	Technical Requirement	Will be informed after award of contract and while placing the resource requirement request by the TENDERER
	Desirable Requirement	

27.	DevOps Engineer (AI/ML)	
	Educational Requirement	- BE/ B. Tech in Computer Science/ Computer Engineering/ IT or Equivalent specialization - Specialized certification in Dev Ops will be given preference
	Technical Requirement	Will be informed after award of contract and while placing the resource requirement request by the TENDERER
	Desirable Requirement	
28.	AI Data Analyst	
	Educational Requirement	- BE/ B. Tech in Computer Science/ Computer Engineering/ IT or Equivalent specialization
	Technical Requirement	Will be informed after award of contract and while placing the resource requirement request by the TENDERER
	Desirable Requirement	
29.	Technical Project Manager	
	Educational Requirement	- BE/ B. Tech in Computer Science/ Computer Engineering/ IT or Equivalent specialization
	Technical Requirement	Will be informed after award of contract and while placing the resource requirement request by the TENDERER
	Desirable Requirement	
30.	Product Manager	
	Educational Requirement	- MCA OR - BE / B.Tech. with specialization in Computers Science/ IT/ Electronics & Communication) or Equivalent specialization OR - M.Sc./ M. Tech/ ME in Computer Science/IT or Equivalent specialization OR Master's degree Electronics with Post Graduate Diploma in Computer Science or Equivalent specialization
	Technical Requirement	Will be informed after award of contract and while placing the resource requirement request by the TENDERER
	Desirable Requirement	
31.	ERP Specialist	
	Educational Requirement	- MCA OR - BE / B.Tech. with specialization in Computers Science/ IT/ Electronics & Communication) or Equivalent specialization OR - M.Sc./ M. Tech/ ME in Computer Science/IT or Equivalent specialization OR Master's degree Electronics with Post Graduate Diploma in Computer Science or Equivalent specialization
	Technical Requirement	Will be informed after award of contract and while placing the resource requirement request by the TENDERER
	Desirable Requirement	
32.1	Consultant : Software, IT Technologies, e-Governance consultancy/ Project Management and Technology Enablement	
	Educational Requirement	B.E / B.Tech in CS/IT/EC OR MCA/MS(IT) with relevant experience in Advisory services for IT Technologies/ Application / Software background with experience in handling IT and e-Governance projects, knowledge of Government domain is desirable.
	Technical Requirement	Will be informed after award of contract and while placing the resource requirement request by the TENDERER
	Desirable Requirement	

32.2	Consultant : Hardware & Networking	
	Educational Requirement	B.E/B.Tech in CS/IT/EC or MCA/MSIT) or master's degree in computer science, Information Technology, Public Administration, Data Science, or a related field. B.E / B.Tech in CS/IT/EC OR MCA/MSIT) with relevant experience in Advisory services for Hardware & Networking background with experience in handling IT and eGovernance projects, contract management/RFP/Agreement vetting in field of Data Center, Surveillance and Smart City project management & e-Governance and Projects knowledge of Government domain is desirable
	Technical Requirement	Will be informed after award of contract and while placing the resource requirement request by the TENDERER
	Desirable Requirement	
32.3	Consultant : Policy Promotion/ Policy Advisory Support	
	Educational Requirement	MBA (IT/Finance) or B.E / B. Tech in CS/IT/EC OR MCA/MSIT) or a related field with relevant experience in Policy Promotion/ Policy Advisory/ Policy Drafting.
	Technical Requirement	Will be informed after award of contract and while placing the resource requirement request by the TENDERER
	Desirable Requirement	

** Specialized certification in Cyber Security, Cloud Architecture, DevOps etc will be given preference.

5.3 ROLES AND RESPONSIBILITIES

IT TECHNICAL MANPOWER

1	Team Leader- Java Technologies/ Spring Boot	
	Job Summary	Lead a Java development team to deliver scalable enterprise applications using Spring Boot. Responsible for technical oversight, mentoring, and collaboration with stakeholders.
	Key Responsibilities	-Lead and mentor Java developers - Ensure code quality and best practices - Collaborate with stakeholders to understand requirements - Troubleshoot complex technical issues - Oversee timely project delivery and reporting
2.	Technical Team Leader- Dot Net Technologies / Other Open-Source Technologies	
	Job Summary	Lead a development team using .NET or open-source technologies. Ensure high-quality delivery, adherence to best practices, and collaboration with stakeholders to meet project goals.
	Key Responsibilities	- Manage and mentor development team members - Oversee software design, coding standards, and deployment - Collaborate with clients and stakeholders to gather and clarify requirements - Conduct code reviews and implement best practices - Ensure timely and quality project deliveries

3.	Solution Architect- Java Technologies/ Spring Boot	
	Job Summary	Design scalable, secure, and high-performance software solutions using Java and Spring Boot. Provide technical leadership, oversee architecture decisions, and ensure alignment with business requirements.
	Key Responsibilities	- Define architecture for Java-based enterprise applications - Align technology solutions with business goals - Guide development teams throughout the project lifecycle - Ensure system performance, scalability, and security - Conduct architectural reviews and risk assessments
4.	Solution Architect- Dot Net Technologies / Python Other Open-Source Technologies	
	Job Summary	Design and architect robust, scalable, and secure solutions using .NET or open-source frameworks. Collaborate with stakeholders to define requirements and provide technical leadership throughout the development lifecycle.
	Key Responsibilities	- Architect enterprise-level applications using .NET or open-source technologies - Translate business requirements into technical solutions - Guide development teams and ensure adherence to architecture standards - Evaluate and recommend tools, technologies, and frameworks - Ensure scalability, security, and performance of systems
5.	Software Developer – Java Technologies/ Spring Boot	
	Job Summary	Develop and maintain Java-based applications using Spring Boot. Collaborate with cross-functional teams to define, design, and deliver high-quality software solutions.
	Key Responsibilities	- Write clean, efficient, and well-documented Java code - Design and implement RESTful APIs using Spring Boot - Collaborate with front-end developers and testers - Participate in code reviews and Agile ceremonies - Debug and resolve application issues promptly
6.	Software Developer – Dot Net Technologies/ Other Open-Source Technologies PHP Developer (Only for Tier-3)	
	Job Summary	Design, develop, and maintain applications using .NET or open-source technologies. Collaborate with teams to implement software solutions aligned with business needs.
	Key Responsibilities	- Write clean, scalable code using C#, .NET, or open-source frameworks - Design and develop backend components and APIs - Collaborate with UI/UX and QA teams - Participate in sprint planning and code reviews - Maintain documentation and support deployment processes

7.	Full Stack Developer	
	Job Summary	Develop and maintain both frontend and backend components of web applications. Collaborate with cross-functional teams to design, build, and deploy scalable and responsive solutions.
	Key Responsibilities	- Design and implement frontend interfaces using modern frameworks (e.g., React, Angular) - Develop backend services and APIs using technologies like Node.js, .NET, or Java - Integrate databases, caching layers, and cloud services - Perform unit and integration testing - Participate in Agile development processes and collaborate across teams
8.	Developer User Interface/ UX/ Web Designer	
	Job Summary	Design and develop intuitive, user-friendly web interfaces and experiences. Ensure visual consistency, accessibility, and responsive design across all platforms.
	Key Responsibilities	- Create wireframes, prototypes, and high-fidelity designs - Develop user-centric interfaces using HTML, CSS, JavaScript, and design frameworks - Ensure cross-browser and mobile compatibility - Collaborate with developers and product teams to align UI/UX with functional requirements - Conduct usability testing and incorporate user feedback into design iterations
9.	Mobile App Developer (Android/ Flutter/ IOS)	
	Job Summary	Design, develop, and maintain high-quality mobile applications across Android, iOS, and cross-platform frameworks such as Flutter. Collaborate with cross-functional teams to deliver user-friendly and responsive mobile apps.
	Key Responsibilities	- Develop and maintain mobile applications using Android SDK, iOS (Swift/Objective-C), and Flutter - Integrate with RESTful APIs and third-party libraries - Ensure performance, quality, and responsiveness of applications - Work closely with designers and backend developers - Troubleshoot bugs and optimize application performance
10.	Data base Administrator	
	Job Summary	Manage and maintain database systems to ensure their performance, availability, and security. Responsible for installation, configuration, and troubleshooting of database systems.
	Key Responsibilities	- Install, configure, and maintain database systems (e.g., MySQL, SQL Server, Oracle) - Monitor database performance and optimize queries - Ensure data integrity, backup, and recovery

		- Implement security measures and manage user access - Collaborate with developers and system administrators for efficient data management
11.	System Administrator	
	Job Summary	Responsible for the maintenance, configuration, and reliable operation of computer systems and servers. Ensure system availability, security, and performance to support business operations.
	Key Responsibilities	- Install and configure software, hardware, and networks - Monitor system performance and troubleshoot issues - Manage user accounts and access controls - Maintain security and backup procedures - Ensure high availability of system infrastructure - Provide technical support and training to staff
12.	Cyber Security/ IT Security Expert/ Security Auditor	
	Job Summary	Ensure the security of IT systems, networks, and data by identifying vulnerabilities, implementing safeguards, and performing audits. Work proactively to protect organizational assets from cyber threats.
	Key Responsibilities	- Conduct risk assessments and vulnerability scans - Implement and monitor security measures and tools - Perform security audits and generate compliance reports - Investigate security breaches and recommend corrective actions - Educate employees on cybersecurity practices - Ensure compliance with relevant security standards and regulations
13.	Quality Analyst cum Application Tester (Manual)	
	Job Summary	Responsible for manually testing applications to identify defects, ensure usability, and validate functionality as per requirements.
	Key Responsibilities	- Review and analyze requirement documents - Design and execute test cases manually - Perform functional, integration, regression, and UAT testing - Log defects and verify fixes - Collaborate with developers and stakeholders to resolve issue
14.	Quality Analyst cum Application Tester (Automation)	
	Job Summary	Responsible for designing, implementing, and maintaining automated test frameworks and ensuring application quality via test execution and collaboration with developers.
	Key Responsibilities	- Develop automated test scripts - Execute and maintain test cases - Perform regression and performance testing - Report bugs and track fixes - Integrate automation in CI/CD pipelines
15.	Technical Support Engineer	
	Job Summary	Provide technical assistance and support to end-users and clients. Troubleshoot hardware, software, and network-related issues and ensure timely resolution to

		maintain business continuity.
	Key Responsibilities	- Respond to user queries via phone, email, or ticketing system - Diagnose and resolve technical hardware and software issues - Install, configure, and maintain IT systems - Document technical issues and solutions - Escalate complex problems to appropriate teams - Provide guidance and training to users as needed
16.	GIS Developer	
	Job Summary	Design, develop, and maintain GIS applications and tools. Work with spatial databases and GIS software to support mapping, analysis, and decision-making processes
	Key Responsibilities	- Develop and maintain web-based GIS applications - Integrate GIS data with other enterprise systems - Analyze spatial data for geographic statistics - Customize GIS software to improve usability - Create and manage GIS databases and maps - Collaborate with stakeholders to gather GIS requirements
17.	Data Analyst	
	Job Summary	Collect, process, and analyze data to help organizations make informed business decisions. Interpret data trends and create visualizations and reports for key stakeholders.
	Key Responsibilities	- Collect and clean data from various sources - Analyze data to identify trends and patterns - Create dashboards and visual reports using BI tools - Work with teams to define business metrics - Present analytical findings to stakeholders - Support data-driven decision-making processes
18.	Python Developer	
	Job Summary	Develop and maintain backend applications and services using Python. Collaborate with cross-functional teams to design scalable and high-performance software solutions.
	Key Responsibilities	- Write efficient, reusable, and testable Python code - Integrate user-facing elements with server-side logic - Develop APIs and work with databases - Troubleshoot and debug applications - Collaborate with teams to gather requirements and design features - Ensure performance and security of applications
19.	Cloud Architect	
	Job Summary	Design and manage cloud computing strategies and infrastructure for organizations. Ensure scalability, reliability, and security of cloud-based

		systems and services.
	Key Responsibilities	- Design and implement cloud architecture using AWS, Azure, or GCP - Define cloud adoption strategies and best practices - Manage cloud infrastructure and ensure compliance - Collaborate with teams to migrate applications to the cloud - Optimize cloud resources and cost-efficiency - Monitor performance and troubleshoot cloud-related issues
20.	DB Developer	
	Job Summary	Design, develop, and maintain database systems and solutions to support application development. Work closely with developers and analysts to ensure data efficiency and integrity.
	Key Responsibilities	- Develop complex SQL queries, procedures, and triggers - Design and maintain database schemas and structures - Optimize database performance and query execution - Collaborate with application developers for data integration - Ensure data security, integrity, and backup procedures - Support data migration and transformation processes
21.	Blockchain Developer	
	Job Summary	Design, develop, and implement blockchain-based solutions and smart contracts. Ensure secure and efficient decentralized applications aligned with business requirements.
	Key Responsibilities	- Design and develop blockchain applications and protocols - Develop and deploy smart contracts using Solidity or other languages - Maintain and improve existing blockchain solutions - Collaborate with development and business teams to define architecture - Ensure security and performance of blockchain networks - Stay up-to-date with blockchain trends and best practices
22.	Business Analyst	
	Job Summary	Analyze business needs, processes, and data to identify opportunities for improvement. Serve as a liaison between stakeholders and development teams to ensure effective implementation of business solutions.
	Key Responsibilities	- Gather and analyze business requirements from stakeholders - Translate business needs into functional specifications - Collaborate with development teams to deliver solutions - Perform data analysis to support decision-making - Document business processes and workflows - Conduct user acceptance testing and provide training
23.	Project Manager	
	Job Summary	Leads end-to-end project management across scope, cost, time, and quality, while liaising with internal/external stakeholders for successful delivery.

	Key Responsibilities	- Define scope, plan, and schedule projects - Coordinate teams and vendors - Monitor progress and mitigate risks - Communicate with stakeholders - Ensure project goals and quality standards
24.	ETL Engineer	
	Job Summary	Designs and manages ETL pipelines to extract, transform, and load data into analytical systems while ensuring performance and reliability.
	Key Responsibilities	- Design ETL workflows and scripts - Monitor and tune performance - Ensure data integrity and quality - Collaborate with BI and DB teams - Document ETL processes and fixes
25.	AI/ML Engineer	
	Job Summary	Develops and deploys machine learning models, integrating AI capabilities into production systems and optimizing performance.
	Key Responsibilities	- Train/test ML models - Prepare datasets - Deploy models via REST APIs - Use frameworks like TensorFlow, PyTorch - Maintain ML pipeline and model lifecycle
26.	Data Scientist	
	Job Summary	Analyzes large datasets using statistical and ML techniques to uncover patterns and build predictive models for business decision-making.
	Key Responsibilities	- Explore and analyze data - Build statistical/ML models - Visualize and present insights - Collaborate with business units - Use Python, R, SQL, Tableau, Power BI
27.	DevOps Engineer (AI/ML)	
	Job Summary	Implements MLOps practices to streamline deployment, monitoring, and lifecycle management of ML models and infrastructure.
	Key Responsibilities	- Set up ML pipelines and CI/CD - Use MLOps tools (MLflow, Kubeflow) - Automate deployments with Docker/K8s - Monitor AI infrastructure - Support model versioning and rollback
28.	AI Data Analyst	
	Job Summary	Prepares and analyzes data sets for training ML models; supports data

		annotation, validation, and visualization.
	Key Responsibilities	- Data preprocessing and transformation - Annotation and validation - Perform data visualizations - Collaborate with AI/ML team - Use Excel, Pandas, Power BI
29.	Technical Project Manager	
	Job Summary	Manages technology-driven projects, ensuring architectural compliance, security, and technical integration across teams.
	Key Responsibilities	- Translate business needs into technical specs - Supervise development & testing - Manage code integration & architecture - Lead team meetings and reviews - Track KPIs and milestones
30.	Product Manager	
	Job Summary	Oversees the product lifecycle from ideation to launch, aligning business goals, user needs, and technology to deliver value-driven solutions.
	Key Responsibilities	- Define product vision and roadmap - Conduct market/user research - Write functional specs and user stories - Prioritize product backlog - Coordinate with cross-functional teams - Analyze KPIs and product feedback for iterations
31.	ERP Specialist	
	Job Summary	Manages the implementation, customization, and maintenance of ERP systems to streamline and integrate core business processes across departments.
	Key Responsibilities	- Configure ERP modules (e.g., Finance, HR, Supply Chain) - Analyze business requirements for ERP mapping - Coordinate with vendors and internal IT teams - Conduct ERP training and support - Manage upgrades, patches, and integrations - Ensure compliance and data integrity across modules
32.1	Consultant : Software, IT Technologies-Governance consultancy/ Project Management and Technology Enablement	
	Key Responsibilities	Roles and Responsibilities ○ Provide advisory services for IT technologies, applications, and software with experience managing IT and e-Governance projects. ○ Engage in IT consultancy and support for e-Governance initiatives. ○ Advise and assist in the implementation of digital transformation initiatives within the public sector.

		○ Possess a strong understanding of e-Governance frameworks, digital transformation strategies, Government Process Re-engineering (GPR), and public sector operations in India. ○ Demonstrate expertise in IT systems, software solutions, and emerging technologies related to e-Governance, including AI/ML, blockchain, fintech, deeptech, quantum computing, cloud computing, and other niche areas. ○ Exhibit strong analytical and problem-solving skills, with a focus on providing practical, actionable recommendations. - Excellent communication and presentation skills to effectively convey technical concepts and reengineering strategies to non-technical stakeholders.
32.2	Consultant : Hardware & Networking	
	Key Responsibilities	- Manage and mentor development team members - Oversee software design, coding standards, and deployment - Collaborate with clients and stakeholders to gather and clarify requirements - Conduct code reviews and implement best practices - Ensure timely and quality project deliveries
32.3	Consultant : Policy Promotion/ Policy Advisory Support	
	Key Responsibilities	Key responsibilities includes: - Support the development, promotion, and implementation of technology-related policies. - Provide advisory services on policy drafting, refinement, and optimization to align with government objectives. - Prepare detailed policy documents, benchmarking, briefs, and reports to facilitate strategic decision-making. - Collaborate with departments and stakeholders to ensure that policies are effectively communicated and promoted across relevant sectors.

5.4 MANPOWER TYPE, EXPERIENCE & UNIT RATE OF MANPOWER (INR)

Note:

The TENDERER/Department shall select the resources after interview of the sponsored candidates by Selected Agency(ies).

Sr. No #	Manpower Total Experience (Minimum)	Type/ Work	Relevant Experience	UoM	Qty.	Unit Rate including all + tax INR (Per man month)			Resource Level
			(Minimum)			Tier 1	Tier 2	Tier 3	
A	B	C	D	E	F*			G	
1.	Technical Team Leader- Java Technologies/ Spring Boot								
	06 Years to 08 Years	02 Years	Man-Month	1				L1	
	08.1 Years to 10 Years	03 Years						L2	
	10.1 Years to 12 Years	05 Years						L3	
	12.1 Years to 14 Years	07 Years						L4	
2.	Technical Team Leader- Dot Net Technologies / Other Open-Source Technologies								
	06 Years to 08 Years	02 Years	Man-Month	1				L1	
	08.1 Years to 10 Years	03 Years						L2	

	10.1 Years to 12 Years	05 Years						L3
	12.1 Years to 14 Years	07 Years						L4
3.	Solution Architect- Java Technologies/ Spring Boot							
	06 Years to 08 Years	02 Years	Man-Month	1				L1
	08.1 Years to 10 Years	03 Years						L2
	10.1 Years to 12 Years	05 Years						L3
	12.1 Years to 14 Years	07 Years						L4
4.	Solution Architect- Dot Net Technologies / Python Other Open-Source Technologies							
	06 Years to 08 Years	02 Years	Man-Month	1				L1
	08.1 Years to 10 Years	03 Years						L2
	10.1 Years to 12 Years	05 Years						L3
	12.1 Years to 14 Years	07 Years						L4
5.	Software Developer – Java Technologies/ Spring Boot							
	Fresher	0 Years	Man-Month	1				L1
	01 Years to 02 Years	01 Years						L2
	02.1 Years to 03 Years	02 Years						L3
	03.1 Years to 05 Years	03 Years						L4
	5.1 Years to 07 Years	05 Years						L5
	7.1 Years to 10 years	07 Years						L6
	10.1 Years to 12 Years	08 Years						L7
6.	Software Developer – Dot Net Technologies/ Other Open-Source Technologies PHP Developer (Only for Tier-3)							
	Fresher	0 Years	Man-Month	1				L1
	01 Years to 02 Years	01 Years						L2
	02.1 Years to 03 Years	02 Years						L3
	03.1 Years to 05 Years	03 Years						L4
	5.1 Years to 07 Years	05 Years						L5
	7.1 Years to 10 years	07 Years						L6
	10.1 Years to 12 Years	08 Years						L7
7.	Full Stack Developer							
	03.1 Years to 05 Years	03 Years	Man-Month	1				L1
	05.1 Years to 07 Years	04 Years						L2
	7.1 Years to 10 years	06 Years						L3
8.	Developer User Interface/ UX/ Web Designer							
	Fresher	0 Years	Man-Month	1				L1
	01 Years to 02 Years	01 Years						L2
	02.1 Years to 03 Years	02 Years						L3
	03.1 Years to 05 Years	03 Years						L4
	5.1 Years to 07 Years	05 Years						L5
	7.1 Years to 10 years	07 Years						L6
	10.1 Years to 12 Years	08 Years						L7
9.	Mobile App Developer (Android/ Flutter/ IOS)							
	Fresher	0 Years	Man-Month	1				L1
	01 Years to 02 Years	01 Years						L2
	02.1 Years to 03 Years	02 Years						L3

	03.1 Years to 05 Years	03 Years						L4
	5.1 Years to 07 Years	05 Years						L5
	7.1 Years to 10 years	07 Years						L6
	10.1 Years to 12 Years	08 Years						L7
10.	Data base Administrator							
	06 Years to 08 Years	02 Years	Man-Month	1				L1
	08.1 Years to 10 Years	03 Years						L2
	10.1 Years to 12 Years	05 Years						L3
	12.1 Years to 14 Years	07 Years						L4
11.	System Administrator							
	Fresher	0 Years	Man-Month	1				L1
	01 Years to 02 Years	01 Years						L2
	02.1 Years to 03 Years	02 Years						L3
	03.1 Years to 05 Years	03 Years						L4
	5.1 Years to 07 Years	05 Years						L5
	7.1 Years to 10 years	07 Years						L6
	10.1 Years to 12 Years	08 Years						L7
12.	Cyber Security Expert/ IT Security Expert/ Security Auditor							
	03.1 Years to 05 Years	04 Years	Man-Month	1				L1
	5.1 Years to 07 Years	05 Years						L2
	7.1 Years to 10 years	07 Years						L3
	10.1 Years to 12 Years	08 Years						L4
	12.1 Years to 14 Years	10 Years						L5
13.	Quality Analyst cum Application Tester (Manual)							
	01 Years to 02 Years	01 Years	Man-Month	1				L1
	02.1 Years to 03 Years	02 Years						L2
	03.1 Years to 05 Years	03 Years						L3
	5.1 Years to 07 Years	05 Years						L4
	7.1 Years to 10 years	07 Years						L5
	10.1 Years to 12 Years	08 Years						L6
14.	Quality Analyst cum Application Tester (Automation)							
	01 Years to 02 Years	01 Years	Man-Month	1				L1
	02.1 Years to 03 Years	02 Years						L2
	03.1 Years to 05 Years	03 Years						L3
	5.1 Years to 07 Years	05 Years						L4
	7.1 Years to 10 years	07 Years						L5
	10.1 Years to 12 Years	08 Years						L6
15.	Technical Support Engineer							
	Fresher	0 Years	Man-Month	1				L1
	01 Years to 02 Years	01 Years						L2
	02.1 Years to 03 Years	02 Years						L3
	03.1 Years to 05 Years	03 Years						L4
	5.1 Years to 07 Years	05 Years						L5
	7.1 Years to 10 years	07 Years						L6
	10.1 Years to 12 Years	08 Years						L7

16.	GIS Developer							
	Fresher	0 Years	Man-Month	1				L1
	01 Years to 02 Years	01 Years						L2
	02.1 Years to 03 Years	02 Years						L3
	03.1 Years to 05 Years	03 Years						L4
	5.1 Years to 07 Years	05 Years						L5
	7.1 Years to 10 years	07 Years						L6
	10.1 Years to 12 Years	08 Years						L7
17.	Data Analyst							
	Fresher	0 Years	Man-Month	1				L1
	01 Years to 02 Years	01 Years						L2
	02.1 Years to 03 Years	02 Years						L3
	03.1 Years to 05 Years	03 Years						L4
	5.1 Years to 07 Years	05 Years						L5
	7.1 Years to 10 years	07 Years						L6
	10.1 Years to 12 Years	08 Years						L7
18.	Python Developer							
	Fresher	0 Years	Man-Month	1				L1
	01 Years to 02 Years	01 Years						L2
	02.1 Years to 03 Years	02 Years						L3
	03.1 Years to 05 Years	03 Years						L4
	5.1 Years to 07 Years	05 Years						L5
	7.1 Years to 10 years	07 Years						L6
	10.1 Years to 12 Years	08 Years						L7
19.	Cloud Architect							
	06 Years to 08 Years	02 Years	Man-Month	1				L1
	08.1 Years to 10 Years	03 Years						L2
	10.1 Years to 12 Years	05 Years						L3
	12.1 Years to 14 Years	07 Years						L4
20.	DB Developer							
	Fresher	0 Years	Man-Month	1				L1
	01 Years to 02 Years	01 Years						L2
	02.1 Years to 03 Years	02 Years						L3
	03.1 Years to 05 Years	03 Years						L4
	5.1 Years to 07 Years	05 Years						L5
	7.1 Years to 10 years	07 Years						L6
	10.1 Years to 12 Years	08 Years						L7
21.	Blockchain Developer							
	5.1 Years to 07 Years	03 Years	Man-Month	1				L1
	7.1 Years to 10 years	04 Years						L2
	10.1 Years to 12 Years	05 Years						L3
	12.1 Years to 14 Years	07 Years						L4
22.	Business Analyst							
	03 Years to 05 Years	02 Years	Man-	1				L1

	05.1 Years to 07 Years	03 Years	Month					L2
	7.1 Years to 10 years	04 Years						L3
	10.1 Years to 12 Years	05 Years						L4
	12.1 Years to 14 Years	07 Years						L5
23.	Project Manager							
	06 Years to 08 Years	02 Years	Man-Month	1				L1
	08.1 Years to 10 Years	03 Years						L2
	10.1 Years to 12 Years	05 Years						L3
	12.1 Years to 14 Years	07 Years						L4
24.	ETL Engineer							
	01 Years to 02 Years	01 Years	Man-Month	1				L1
	02.1 Years to 03 Years	02 Years						L2
	03.1 Years to 05 Years	03 Years						L3
	5.1 Years to 07 Years	05 Years						L4
	7.1 Years to 10 years	07 Years						L5
	10.1 Years to 12 Years	08 Years						L6
25.	AI/ML Engineer							
	Fresher	0 Years	Man-Month	1				L1
	01 Years to 02 Years	01 Years						L2
	02.1 Years to 03 Years	02 Years						L3
	03.1 Years to 05 Years	03 Years						L4
	5.1 Years to 07 Years	05 Years						L5
	7.1 Years to 10 years	07 Years						L6
	10.1 Years to 12 Years	08 Years						L7
26.	Data Scientist							
	Fresher	0 Years	Man-Month	1				L1
	01 Years to 02 Years	01 Years						L2
	02.1 Years to 03 Years	02 Years						L3
	03.1 Years to 05 Years	03 Years						L4
	5.1 Years to 07 Years	05 Years						L5
	7.1 Years to 10 years	07 Years						L6
	10.1 Years to 12 Years	08 Years						L7
27.	DevOps Engineer (AI/ML)							
	Fresher	0 Years	Man-Month	1				L1
	01 Years to 02 Years	01 Years						L2
	02.1 Years to 03 Years	02 Years						L3
	03.1 Years to 05 Years	03 Years						L4
	5.1 Years to 07 Years	05 Years						L5
	7.1 Years to 10 years	07 Years						L6
	10.1 Years to 12 Years	08 Years						L7
28.	AI Data Analyst							
	Fresher	0 Years	Man-Month	1				L1
	01 Years to 02 Years	01 Years						L2
	02.1 Years to 03 Years	02 Years						L3

	03.1 Years to 05 Years	03 Years						L4
	5.1 Years to 07 Years	05 Years						L5
	7.1 Years to 10 years	07 Years						L6
	10.1 Years to 12 Years	08 Years						L7
29.	Technical Project Manager							
	06 Years to 08 Years	02 Years	Man-Month	1				L1
	08.1 Years to 10 Years	03 Years						L2
	10.1 Years to 12 Years	05 Years						L3
	12.1 Years to 14 Years	07 Years						L4
30.	Product Manager							
	06 Years to 08 Years	02 Years	Man-Month					L1
	08.1 Years to 10 Years	03 Years						L2
	10.1 Years to 12 Years	05 Years						L3
	12.1 Years to 14 Years	07 Years						L4
31.	ERP Specialist							
	06 Years to 08 Years	02 Years	Man-Month	1				L1
	08.1 Years to 10 Years	03 Years						L2
	10.1 Years to 12 Years	05 Years						L3
	12.1 Years to 14 Years	07 Years						L4

TENDERER shall ask for the last three months' Remuneration slip or 06 months' bank statement of the resource for verification of CTC.

The existing workforce will be transferred to the agency that offers the lowest charges. If there are two or more agencies, the workforce will be distributed equally based on the closest remuneration. Agency has to adopt the same.

All existing resources under existing contracts will transition to a new contract with the newly appointed agency as per management discretion.

The tenderer/department shall pay Selected Agency(ies) Unit rate per person per month as quoted in the financial bid format over and above the actual Remuneration decided by the Tenderer post negotiation with selected resource.

In case of change in team composition owing to attrition/separation from the organization the replacement must be pre-approved. The bidder has to provide the relevant document proof of resignation acceptance / relieving letter.

For every position, bidder has adhered to the ratio as in the case of new requirement. The tenderer/department has a right to reject entire or partial and seek substitute in the same proportion. Before withdrawing a resource, minimum two months' time to tenderer/department must be given else penalties as per SLA shall be imposed.

Manpower should be on the payroll of the respective selected agencies.

Tenderer/Department shall make the necessary arrangements like sitting space, Laptop/ PC etc. for the manpower.

The Selected Agency(ies) shall pay the Remuneration within 01st to 10th day of every month to the engaged resource with the Tenderer.

Selected Agency(ies) has to submit the copy of contract letter issued to the candidate with supporting documents as per the Annexure to GIL/Department within 7 days of the deployment selected candidate.

Selected Agency(ies) also has to maintain monthly Remuneration and emoluments, Attendance, Wage register, PF ECR, PF payment receipt, Workmen's Compensation or ESIC challan /contribution details slips, PT as email to the concerned employee and if required a copy may be asked to GIL or the office in whose office the manpower is deployed by Selected Agency(ies) during any contract duration.

Selected Agency(ies) shall have to submit invoice along with the attendance register etc. If such copies have not been submitted, then the payment of bill will not be made by Tenderer /department. Tenderer/department will not reimburse any amount over and above the quoted price in price bid. Further, bidder is required to adhere to all the statutory requirements like minimum wage, Provident fund, Employees Insurance, performance reward or Bonus etc.

The deployed manpower will report to the competent authority as assigned by the TENDERER/department.

During contract period if the Selected Agency(ies)'s name got changed due to acquisition, amalgamation etc., and agency must inform tenderer with all required documents within one month of its name change.

In case if any other discrepancies/negligence found with Selected Agency(ies) anytime during the contract period, the same will lead for the disqualification/termination of the contract and the EMD/BG forfeited.

Test of skills by tenderer/department prior to engagement: To ensure that the manpower provided by the Selected Agency(ies) possess the required technical qualifications and skills, it shall be open to take interview and/or written test.

Panel of candidates – tenderer will ask for list of candidates in 1:3 ratio (i.e., bidder has to provide at least 3 resumes against one post and the three candidates must attend interview). Based on the panel list of candidates and requirement, tenderer may issue the work-order to the bidder.

Period of manpower engagement - The period of engagement of any manpower will be purely on requirement basis for the duration of 12 months.

In case of extension of contract, the validity of Security Deposit (PBG) should be extended accordingly or a fresh Security Deposit valid beyond three months after the extended period, should be provided within 15 days within the date of extension.

No TA is admissible to the engaged resources for the first posting on the project. Also, in case of fresh posting at other location after expiring of his/her current contract, no TA will be paid by the tenderer/department.

5.5 SWITCHING OF RESOURCES

Under the contract period, it is not permissible to switch resources from one empanelled agency to another EMPANELED AGENCY, one TIER to another TIER and one department to another DEPARTMENT with same empanelment. Empanelled agencies are required to conduct a comprehensive background check of the proposed resources prior to presenting their CVs to the Tenderer, to avoid any violation of this provision.

If a resource is engaged under this contract from one agency can join other empanelled agency only in case if he/she has resigned and completed 03 months' duration post his/her relieving from the previous empanelled agency.

Note: No candidate/employee will be allowed to switch from one TIER to another TIER during the entire tenure under this tender.

5.6 REVISION IN UNIT RATE

Remuneration Revision:

Revision in the man-month cost shall be 05% per year on previous year cost shall be applicable.

Revision shall be applicable from second (2nd) year onwards up to the contract period or any subsequent extensions, if any.

6 SECTION - PENALTIES AND SERVICE LEVEL AGREEMENT (SLA)

Subject to conditions of Contract if the successful bidder fails to deliver or perform the Services within the period(s) specified in Milestones indicated in Deliverables, competent authority shall, without prejudice to its other remedies under the Contract, deduct from the invoices or PBG, as penalty, deduction would be undertaken as per the penalties defined in penalty section 6.1.

6.1 SLA & PENALTY TERMS

S. No.	SLA	Timelines/ Event	Applicable Penalty
1	Deployment of the resources.	Within 60 (Sixty) days of intimation of approval by the TENDERER.	No penalty- If the resource provided by Selected Agency(ies) within 60 days. Rs. 500/- per position per day for each day delay from stated timelines.
2	Penalty on default of notice period	60 Days' notice period to be served by the deployed resource	No penalty- If 60 days' notice period served by the resource. Penalty of deficit days of respective resource shall be imposed in proportion of monthly unit rate if notice period served less than 60 days.
4	Default on non-submission of CVs	Sponsoring of candidates within TIER wise deadline (in no. of working days) of intimation. TIER I : 15 days TIER II : 10 days TIER III : 7 days	No Penalty: Submission of eligible CVs within TIER wise deadline (in no. of working days) of intimation. Rs. 500/- per position per day delay beyond timelines.
5	The deployed resources shall not be engaged in any activity other than that assigned by the TENDERER	-	Penalty of Rs. 50,000 per resource may be imposed on breach of SLA or may lead to termination of the contract.

6	Background verification of selected resource.	Within 30 days after Joining of candidate.	"In the event of any issues arising from the background verification of a candidate, a penalty equivalent to 15 days of the candidate's monthly remuneration shall be imposed. Furthermore, if the candidate is found any fraudulent activity, the contract for the candidate shall be terminated immediately ."
7	Absence without prior approval from the TENDERER. (Absconding matters)	-	Penalty of Rs. 1000/- per resource per day shall be imposed from the date of the absence. The timeline for replacement shall be considered from the date of intimation by tenderer/department within 15 days
8	Failure in joining of selected resource	-	Rs. 1,000/- per resource per individual case
9	Penalty on account of delayed Remuneration	The Selected Agency(ies) shall pay the Remuneration within 01 st to 10 th day of every month to the engaged resource with the Tenderer.	Rs. 500/- per resource per individual case.
10	Penalty on account of submission of CVs without pre- screening	The Selected Agency(ies) shall submit the profile of the sponsored candidates after pre-screening at their level matching the required technical and educational qualification criteria.	"No penalty shall be imposed for up to three pre-screening related lapses across all positions within a Month. Beyond this limit, a penalty of Rs. 2,000/- per case shall be applicable."

Note: -

It is clarified here that if the delay in deployment of resources is due to delay in approvals on part of the TENDERER then, no penalty shall be imposed on the bidder for that time period.

In case of failure to meet the standards of the tenderer, (which include efficiency, cooperation, discipline, and performance) bidder may be asked to remove the resource without any penalty for exit.

A penalty of Rs. 50 Thousand (INR) per resource will be levied if a resource who has not resigned and is removed from the project by the selected agency (ies).

An overlap period cost of maximum upto 7 working days shall be paid as per the final decision of Department/Tenderer.

7 SECTION - FINANCIAL BID

FINANCIAL BID FORMAT

IT TECHNICAL MANPOWER

Sr. No #	Manpower Type	Total Experience (Minimum)	Work Relevant Experience (Minimum)	Maximum Gross monthly Cost to Company to be paid to Manpower (INR)		
				Tier 1	Tier 2	Tier 3
A		B	C	D*		
1.1	Technical Team Leader- Java Technologies/ Spring Boot	06 Years to 08 Years	02 Years			
1.2	Technical Team Leader- Java Technologies/ Spring Boot	08.1 Years to 10 Years	03 Years			
1.3	Technical Team Leader- Java Technologies/ Spring Boot	10.1 Years to 12 Years	05 Years			
1.4	Technical Team Leader- Java Technologies/ Spring Boot	12.1 Years to 14 Years	07 Years			
2.1	Technical Team Leader- Dot Net Technologies / Other Open-Source Technologies	06 Years to 08 Years	02 Years			
2.2	Technical Team Leader- Dot Net Technologies / Other Open-Source Technologies	08.1 Years to 10 Years	03 Years			
2.3	Technical Team Leader- Dot Net Technologies / Other Open-Source Technologies	10.1 Years to 12 Years	05 Years			
2.4	Technical Team Leader- Dot Net Technologies / Other Open-Source Technologies	12.1 Years to 14 Years	07 Years			
3.1	Solution Architect- Java Technologies/ Spring Boot	06 Years to 08 Years	02 Years			
3.2	Solution Architect- Java Technologies/ Spring Boot	08.1 Years to 10 Years	03 Years			
3.3	Solution Architect- Java Technologies/ Spring Boot	10.1 Years to 12 Years	05 Years			
3.4	Solution Architect- Java Technologies/ Spring Boot	12.1 Years to 14 Years	07 Years			
4.1	Solution Architect- Dot Net Technologies / Python Other Open-Source Technologies	06 Years to 08 Years	02 Years			
4.2	Solution Architect- Dot Net Technologies / Python Other Open-Source Technologies	08.1 Years to 10 Years	03 Years			
4.3	Solution Architect- Dot Net Technologies / Python Other Open-Source Technologies	10.1 Years to 12 Years	05 Years			
4.4	Solution Architect- Dot Net Technologies / Python Other Open-Source Technologies	12.1 Years to 14 Years	07 Years			
5.1	Software Developer – Java Technologies/ Spring Boot	Fresher	0 Years			
5.2	Software Developer – Java Technologies/ Spring Boot	01 Years to 02 Years	01 Years			
5.3	Software Developer – Java Technologies/ Spring Boot	02.1 Years to 03 Years	02 Years			
5.4	Software Developer – Java Technologies/ Spring Boot	03.1 Years to 05 Years	03 Years			

5.5	Software Developer – Java Technologies/ Spring Boot	5.1 Years to 07 Years	05 Years			
5.6	Software Developer – Java Technologies/ Spring Boot	7.1 Years to 10 years	07 Years			
5.7	Software Developer – Java Technologies/ Spring Boot	10.1 Years to 12 Years	08 Years			
6.1	Software Developer – Dot Net Technologies/ Other Open-Source Technologies PHP Developer (Only for Tier-3)	Fresher	0 Years			
6.2	Software Developer – Dot Net Technologies/ Other Open-Source Technologies PHP Developer (Only for Tier-3)	01 Years to 02 Years	01 Years			
6.3	Software Developer – Dot Net Technologies/ Other Open-Source Technologies PHP Developer (Only for Tier-3)	02.1 Years to 03 Years	02 Years			
6.4	Software Developer – Dot Net Technologies/ Other Open-Source Technologies PHP Developer (Only for Tier-3)	03.1 Years to 05 Years	03 Years			
6.5	Software Developer – Dot Net Technologies/ Other Open-Source Technologies PHP Developer (Only for Tier-3)	5.1 Years to 07 Years	05 Years			
6.6	Software Developer – Dot Net Technologies/ Other Open-Source Technologies PHP Developer (Only for Tier-3)	7.1 Years to 10 years	07 Years			
6.7	Software Developer – Dot Net Technologies/ Other Open-Source Technologies PHP Developer (Only for Tier-3)	10.1 Years to 12 Years	08 Years			
7.1	Full Stack Developer	03.1 Years to 05 Years	03 Years			
7.2	Full Stack Developer	05.1 Years to 07 Years	04 Years			
7.3	Full Stack Developer	7.1 Years to 10 years	06 Years			
8.1	Developer User Interface/ UX/ Web Designer	Fresher	0 Years			
8.2	Developer User Interface/ UX/ Web Designer	01 Years to 02 Years	01 Years			
8.3	Developer User Interface/ UX/ Web Designer	02.1 Years to 03 Years	02 Years			
8.4	Developer User Interface/ UX/ Web Designer	03.1 Years to 05 Years	03 Years			
8.5	Developer User Interface/ UX/ Web Designer	5.1 Years to 07 Years	05 Years			
8.6	Developer User Interface/ UX/ Web Designer	7.1 Years to 10 years	07 Years			
8.7	Developer User Interface/ UX/ Web Designer	10.1 Years to 12 Years	08 Years			
9.1	Mobile App Developer (Android/ Flutter/ IOS)	Fresher	0 Years			
9.2	Mobile App Developer (Android/ Flutter/ IOS)	01 Years to 02 Years	01 Years			
9.3	Mobile App Developer (Android/ Flutter/ IOS)	02.1 Years to 03 Years	02 Years			
9.4	Mobile App Developer (Android/ Flutter/ IOS)	03.1 Years to 05 Years	03 Years			

	IOS)					
9.5	Mobile App Developer (Android/ Flutter/ IOS)	5.1 Years to 07 Years	05 Years			
9.6	Mobile App Developer (Android/ Flutter/ IOS)	7.1 Years to 10 years	07 Years			
9.7	Mobile App Developer (Android/ Flutter/ IOS)	10.1 Years to 12 Years	08 Years			
10.1	Data base Administrator	06 Years to 08 Years	02 Years			
10.2	Data base Administrator	08.1 Years to 10 Years	03 Years			
10.3	Data base Administrator	10.1 Years to 12 Years	05 Years			
10.4	Data base Administrator	12.1 Years to 14 Years	07 Years			
11.1	System Administrator	Fresher	0 Years			
11.2	System Administrator	01 Years to 02 Years	01 Years			
11.3	System Administrator	02.1 Years to 03 Years	02 Years			
11.4	System Administrator	03.1 Years to 05 Years	03 Years			
11.5	System Administrator	5.1 Years to 07 Years	05 Years			
11.6	System Administrator	7.1 Years to 10 years	07 Years			
11.7	System Administrator	10.1 Years to 12 Years	08 Years			
12.1	Cyber Security Expert/ IT Security Expert/ Security Auditor	03.1 Years to 05 Years	04 Years			
12.2	Cyber Security Expert/ IT Security Expert/ Security Auditor	5.1 Years to 07 Years	05 Years			
12.3	Cyber Security Expert/ IT Security Expert/ Security Auditor	7.1 Years to 10 years	07 Years			
12.4	Cyber Security Expert/ IT Security Expert/ Security Auditor	10.1 Years to 12 Years	08 Years			
12.5	Cyber Security Expert/ IT Security Expert/ Security Auditor	12.1 Years to 14 Years	10 Years			
13.1	Quality Analyst cum Application Tester (Manual)	01 Years to 02 Years	01 Years			
13.2	Quality Analyst cum Application Tester (Manual)	02.1 Years to 03 Years	02 Years			
13.3	Quality Analyst cum Application Tester (Manual)	03.1 Years to 05 Years	03 Years			
13.4	Quality Analyst cum Application Tester (Manual)	5.1 Years to 07 Years	05 Years			
13.5	Quality Analyst cum Application Tester (Manual)	7.1 Years to 10 years	07 Years			
13.6	Quality Analyst cum Application Tester (Manual)	10.1 Years to 12 Years	08 Years			
14.1	Quality Analyst cum Application Tester (Automation)	01 Years to 02 Years	01 Years			
14.2	Quality Analyst cum Application Tester (Automation)	02.1 Years to 03 Years	02 Years			
14.3	Quality Analyst cum Application Tester (Automation)	03.1 Years to 05 Years	03 Years			
14.4	Quality Analyst cum Application Tester (Automation)	5.1 Years to 07 Years	05 Years			
14.5	Quality Analyst cum Application Tester (Automation)	7.1 Years to 10 years	07 Years			
14.6	Quality Analyst cum Application Tester (Automation)	10.1 Years to 12 Years	08 Years			
15.1	Technical Support Engineer	Fresher	0 Years			
15.2	Technical Support Engineer	01 Years to 02 Years	01 Years			

15.3	Technical Support Engineer	02.1 Years to 03 Years	02 Years			
15.4	Technical Support Engineer	03.1 Years to 05 Years	03 Years			
15.5	Technical Support Engineer	5.1 Years to 07 Years	05 Years			
15.6	Technical Support Engineer	7.1 Years to 10 years	07 Years			
15.7	Technical Support Engineer	10.1 Years to 12 Years	08 Years			
16.1	GIS Developer	Fresher	0 Years			
16.2	GIS Developer	01 Years to 02 Years	01 Years			
16.3	GIS Developer	02.1 Years to 03 Years	02 Years			
16.4	GIS Developer	03.1 Years to 05 Years	03 Years			
16.5	GIS Developer	5.1 Years to 07 Years	05 Years			
16.6	GIS Developer	7.1 Years to 10 years	07 Years			
16.7	GIS Developer	10.1 Years to 12 Years	08 Years			
17.1	Data Analyst	Fresher	0 Years			
17.2	Data Analyst	01 Years to 02 Years	01 Years			
17.3	Data Analyst	02.1 Years to 03 Years	02 Years			
17.4	Data Analyst	03.1 Years to 05 Years	03 Years			
17.5	Data Analyst	5.1 Years to 07 Years	05 Years			
17.6	Data Analyst	7.1 Years to 10 years	07 Years			
17.7	Data Analyst	10.1 Years to 12 Years	08 Years			
18.1	Python Developer	Fresher	0 Years			
18.2	Python Developer	01 Years to 02 Years	01 Years			
18.3	Python Developer	02.1 Years to 03 Years	02 Years			
18.4	Python Developer	03.1 Years to 05 Years	03 Years			
18.5	Python Developer	5.1 Years to 07 Years	05 Years			
18.6	Python Developer	7.1 Years to 10 years	07 Years			
18.7	Python Developer	10.1 Years to 12 Years	08 Years			
19.1	Cloud Architect	06 Years to 08 Years	02 Years			
19.2	Cloud Architect	08.1 Years to 10 Years	03 Years			
19.3	Cloud Architect	10.1 Years to 12 Years	05 Years			
19.4	Cloud Architect	12.1 Years to 14 Years	07 Years			
20.1	DB Developer	Fresher	0 Years			
20.2	DB Developer	01 Years to 02 Years	01 Years			
20.3	DB Developer	02.1 Years to 03 Years	02 Years			
20.4	DB Developer	03.1 Years to 05 Years	03 Years			
20.5	DB Developer	5.1 Years to 07 Years	05 Years			
20.6	DB Developer	7.1 Years to 10 years	07 Years			
20.7	DB Developer	10.1 Years to 12 Years	08 Years			
21.1	Blockchain Developer	5.1 Years to 07 Years	03 Years			
21.2	Blockchain Developer	7.1 Years to 10 years	04 Years			
21.3	Blockchain Developer	10.1 Years to 12 Years	05 Years			
21.4	Blockchain Developer	12.1 Years to 14 Years	07 Years			
22.1	Business Analyst	03 Years to 05 Years	02 Years			
22.2	Business Analyst	05.1 Years to 07 Years	03 Years			
22.3	Business Analyst	7.1 Years to 10 years	04 Years			
22.4	Business Analyst	10.1 Years to 12 Years	05 Years			

22.5	Business Analyst	12.1 Years to 14 Years	07 Years			
23.1	Project Manager	06 Years to 08 Years	02 Years			
23.2	Project Manager	08.1 Years to 10 Years	03 Years			
23.3	Project Manager	10.1 Years to 12 Years	05 Years			
23.4	Project Manager	12.1 Years to 14 Years	07 Years			
24.1	ETL Engineer	01 Years to 02 Years	01 Years			
24.2	ETL Engineer	02.1 Years to 03 Years	02 Years			
24.3	ETL Engineer	03.1 Years to 05 Years	03 Years			
24.4	ETL Engineer	5.1 Years to 07 Years	05 Years			
24.5	ETL Engineer	7.1 Years to 10 years	07 Years			
24.6	ETL Engineer	10.1 Years to 12 Years	08 Years			
25.1	AI/ML Engineer	Fresher	0 Years			
25.2	AI/ML Engineer	01 Years to 02 Years	01 Years			
25.3	AI/ML Engineer	02.1 Years to 03 Years	02 Years			
25.4	AI/ML Engineer	03.1 Years to 05 Years	03 Years			
25.5	AI/ML Engineer	5.1 Years to 07 Years	05 Years			
25.6	AI/ML Engineer	7.1 Years to 10 years	07 Years			
25.7	AI/ML Engineer	10.1 Years to 12 Years	08 Years			
26.1	Data Scientist	Fresher	0 Years			
26.2	Data Scientist	01 Years to 02 Years	01 Years			
26.3	Data Scientist	02.1 Years to 03 Years	02 Years			
26.4	Data Scientist	03.1 Years to 05 Years	03 Years			
26.5	Data Scientist	5.1 Years to 07 Years	05 Years			
26.6	Data Scientist	7.1 Years to 10 years	07 Years			
26.7	Data Scientist	10.1 Years to 12 Years	08 Years			
27.1	DevOps Engineer (AI/ML)	Fresher	0 Years			
27.2	DevOps Engineer (AI/ML)	01 Years to 02 Years	01 Years			
27.3	DevOps Engineer (AI/ML)	02.1 Years to 03 Years	02 Years			
27.4	DevOps Engineer (AI/ML)	03.1 Years to 05 Years	03 Years			
27.5	DevOps Engineer (AI/ML)	5.1 Years to 07 Years	05 Years			
27.6	DevOps Engineer (AI/ML)	7.1 Years to 10 years	07 Years			
27.7	DevOps Engineer (AI/ML)	10.1 Years to 12 Years	08 Years			
28.1	AI Data Analyst	Fresher	0 Years			
28.2	AI Data Analyst	01 Years to 02 Years	01 Years			
28.3	AI Data Analyst	02.1 Years to 03 Years	02 Years			
28.4	AI Data Analyst	03.1 Years to 05 Years	03 Years			
28.5	AI Data Analyst	5.1 Years to 07 Years	05 Years			
28.6	AI Data Analyst	7.1 Years to 10 years	07 Years			
28.7	AI Data Analyst	10.1 Years to 12 Years	08 Years			
29.1	Technical Project Manager	06 Years to 08 Years	02 Years			
29.2	Technical Project Manager	08.1 Years to 10 Years	03 Years			
29.3	Technical Project Manager	10.1 Years to 12 Years	05 Years			
29.4	Technical Project Manager	12.1 Years to 14 Years	07 Years			
30.1	Product Manager	06 Years to 08 Years	02 Years			
30.2	Product Manager	08.1 Years to 10 Years	03 Years			

30.3	Product Manager	10.1 Years to 12 Years	05 Years			
30.4	Product Manager	12.1 Years to 14 Years	07 Years			
31.1	ERP Specialist	06 Years to 08 Years	02 Years			
31.2	ERP Specialist	08.1 Years to 10 Years	03 Years			
31.3	ERP Specialist	10.1 Years to 12 Years	05 Years			
31.4	ERP Specialist	12.1 Years to 14 Years	07 Years			

Note: The L1 rates for each category shall be determined from among the technically qualified bidders. All other technically qualified bidders shall be required to match the L1 rates corresponding to their respective tier.

The payment of the aforesaid quoted value shall be paid in accordance with clause of 'Payment terms'. The resource quantity mentioned in column 'E' of section 5.4 under section 5.1 Scope of Work, are indicative.

The Bidder is required to quote unit rate inclusive of cost of incidental services, applicable taxes, and duties exclusive of GST. GST will be paid as per actuals.

L1 shall be decided on 'Unit rate per person per month' (Column F).

Bidder shall be paid = (Man month Charges @ Actuals).

Bidder will mandatorily pay the prescribed Man Month Charges to the hired employee on timely manner without depending on the TENDERER's bill processing & release of payment. Further, during the contract tenure, it is found that bidder is not adhering these mandatory conditions, then in that case tenderer will terminate the contract and forfeit the PBG.

Bidder will have to provide all the categories of resources asked in the RFP.

Payment will be made on monthly basis.

7.1 PAYMENTS TERMS

The payments to the successful bidder will be made on monthly basis on acceptance of the invoice by the TENDERER/department or its designated agency.

Invoice should be raised in English language only with attendance.

Invoice shall be raised as per the details given by Tenderer/department.

The invoice would be processed for release of payment after due verification of the invoice and other supporting documents by the TENDERER or its designated agency.

Payment shall be made in Indian Rupees. While making payment, necessary TDS, income tax and any other applicable tax, if any, shall be deducted.

8 SECTION - ANNEXURES & FORMATS

8.1 FORMAT I: PROPOSAL COVERING LETTER

Proposal Covering Letter

(To be on the Bidder's letterhead duly Signed by Authorized Signatory)

Tender Ref No:

To

GM (Accounts & Finance) & GM (Services)

Gujarat Informatics Ltd.

Block no. 2, 2nd floor, Karmayogi Bhavan,

Sector 10-A, Gandhinagar

Ref: RFP regarding empanelment of agencies for providing "IT Technical Manpower" for GIL & various Govt. Departments / Offices / Boards / Corporations/ Company etc. through GIL.

Dear Sir,

We.....(Name of the bidder) hereby submit our proposal in response to notice inviting tender

Date.....And tender document no. xxxxxxxxxx Dated: dd/mm/yyyy and confirm that:

1. All information provided in this proposal and in the attachments, is true and correct to the best of our knowledge and belief.
2. We shall make available any additional information if required to verify the correctness of the above statement.
3. Certified that the period of validity of bids is 180 days from the last date of submission of proposal, and
4. We are quoting for all the items (including services) as per the price bid format Section-VII as mentioned in the RFP.
5. We the Bidder are not under a declaration of Ineligibility for corrupt or fraudulent practices or blacklisted by any of the Government agencies.
6. We have an office in the state and relevant documents for the same are attached. We undertake that if the local presence is not there in the state, that we shall establish an office at Gandhinagar/ Ahmedabad, within 45 days from the date of the award of contract.

7. Gujarat Informatics Limited may contact the following person for further Information regarding this tender:

- a. Name & Designation:
- b. Full address of office
- c. Email ID & Contact No.

8. We are uploading our Response to the RFP (Eligibility, technical and financial bid documents) as per the instructions set out in this RFP.

Yours Sincerely,

(Signature)

Name of Authorized Signatory: Designation:

Date:

Name of the bidder:

8.2 FORMAT II : POWER OF ATTORNEY

(To be provided in original on stamp paper of value required under law duly Signed by 'bidder')

Dated:

POWER OF ATTORNEY

To Whomsoever It May Concern

Know all men by these presents, we _____ (name and registered office address of the Bidder) do hereby constitute, appoint and authorize Mr./ Ms./ Mrs. _____ (Name of the Person(s)), domiciled at _____ (Address), acting as _____ (Designation and the name of the firm), as Authorized Signatory and whose Signature is attested below, as our attorney, to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to our Proposal for award of Contract "RFP regarding empanelment of agencies for providing "IT Technical Manpower" for GIL & various Govt. Departments / Offices / Boards / Corporations/ Company etc. through GIL" , vide RFP (Tender Document) Document No. _____ dated _____, issued by Gujarat Informatics Limited, including Signing and submission of all documents and providing information and responses to clarifications / enquiries etc. as may be required by Gujarat Informatics Limited or any governmental authority, representing us in all matters before Gujarat informatics Limited, and generally dealing with GIL in all matters in connection with our Proposal for the said Project. We hereby agree to ratify all acts, deeds and things lawfully done by our said attorney pursuant to this Power of Attorney and that all acts, deeds, and things done by our aforesaid attorney shall and shall always be deemed to have been done by us.

For -----

(Signature)

(Name, Title and Address)

Accept (Attested Signature of Mr./Ms./Mrs. _____)

(Name, Title and Address of the Attorney)

Note: To be executed by the Bidder - The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required the same should be under common seal affixed in accordance with the required procedure. - Also, wherever required, the executant(s) should submit for verification the extract of the charter documents and documents such as a resolution / power of

attorney in favour of the Person executing this Power of Attorney for the delegation of power hereunder on behalf of the executants(s).

8.3 FORMAT III: BANK GUARANTEE FORMAT FOR EARNEST MONEY DEPOSIT

To

Dated:

GM (Accounts & Finance) & GM (Services)

Gujarat Informatics Ltd

Block no. 2, 2nd floor, Karmayogi Bhavan,

Sector-10A, Gandhinagar

Whereas ----- (here in after called "the Bidder") has submitted its bid dated ----- in response to the Tender no: xxxxxxxxxxxxxxxxxxxx for

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 -----2025.

THE CONDITIONS of this obligation are:

The EMD may be forfeited, In case of a Bidder if:

- 1) The bidder withdraws its bid during the period of bid validity.
 - a. The Bidder does not respond to requests for clarification of their Bid.
 - b. The Bidder fails to co-operate in the Bid evaluation process.
 - c. The bidder, fails to furnish Performance Bank Guarantee in time.
- 2) The bidder fails to Sign the contract in accordance with this RFP
- 3) The bidder is found to be involved in fraudulent and corrupt practices

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

This guarantee will remain valid up to 6 months from the last date of bid submission. The Bank undertakes not to revoke this guarantee during its currency without previous consent of the GIL and further agrees that the guarantee herein contained shall continue to be enforceable till the GIL discharges this guarantee The Bank shall not be released of its obligations under these presents by any exercise by the GIL 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 GIL or any other indulgence shown by the GIL or by any other matter or things.

The Bank also agree that the GIL 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 TENDERER may have in relation to the SELLER's liabilities.

Dated at _____ on this _____ day of _____ 2025.

Signed and delivered by

For & on Behalf of

Name of the Bank & Branch & Its official Address with seal

Approved Bank: All Nationalized Bank including the public sector bank or Private Sector Banks or Commercial Banks or Co-Operative & Rural Banks (operating in India having branch at Ahmedabad/ Gandhinagar) as per the G.R. no. EMD/10/2018/18/DMO dated 16.04.2018 (http://www.gil.gujarat.gov.in/grs/DMO_2173_16_Apr_2018_714.pdf) issued by Finance Department or further instruction issued by Finance department time to time.

8.4 FORMAT IV: PERFORMANCE BANK GUARANTEE

(To be stamped in accordance with Stamp Act)

Ref:

Bank Guarantee No.

Date:

To,

GM (Accounts & Finance) & GM (Services)

Gujarat Informatics Ltd

Block no. 2, 2nd floor, Karmayogi Bhavan,

Sector-10A, Gandhinagar

Dear Sir,

WHEREAS _____ (Name of Bidder) hereinafter called "the Bidder" has undertaken, in pursuance of Agreement dated, (hereinafter referred to as "the Agreement for "RFP regarding empanelment of agencies for providing "IT Technical Manpower" for GIL & various Govt. Departments / Offices / Boards / Corporations/ Company etc. through GIL (Tender No. xxxxxxxxxxxxxxxxx Dated: xx.xx.xxxx) for the Department of Science & Technology, Government of Gujarat.

AND WHEREAS it has been stipulated in the said Agreement that the Bidder shall furnish a Bank Guarantee ("the Guarantee") from a scheduled bank for the sum specified therein as security for implementing PROJECT.

1. WHEREAS we _____ ("the Bank", which expression shall be deemed to include its successors and permitted assigns) have agreed to give the Gujarat Informatics Limited ("GIL") the Guarantee:

THEREFORE, the Bank hereby agrees and affirms as follows:

The Bank hereby irrevocably and unconditionally guarantees the payment of all sums due and payable by the Bidder to GIL under the terms of their Agreement dated _____. Provided, however, that the maximum liability of the Bank towards GIL under this Guarantee shall not, under any circumstances, exceed _____ in aggregate.

2. In pursuance of this Guarantee, the Bank shall, immediately upon the receipt of a written notice from GIL in that behalf and without delay/demur or set off, pay to GIL any and all sums demanded by GIL under the said demand notice, subject to the maximum limits specified in Clause 1 above. A notice from GIL to the Bank shall be sent by Registered Post (Acknowledgement Due) at the following address:

Attention Mr. _____.

3. This Guarantee shall come into effect immediately upon execution and shall remain in force for a period of months from the date of its execution. The Bank shall extend the Guarantee for a further period which may be mutually decided by the bidder and GIL.

The liability of the Bank under the terms of this Guarantee shall not, in any manner whatsoever, be modified, discharged, or otherwise affected by:

- Any change or amendment to the terms and conditions of the Contract or the execution of any further Agreements.
- Any breach or non-compliance by the Bidder with any of the terms and conditions of any Agreements/credit arrangement, present or Future, between Bidder and the Bank.

4. The BANK also agrees that GIL 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 BIDDER and notwithstanding any security or other guarantee that GIL may have in relation to the Bidder's liabilities.

5. The BANK shall not be released of its obligations under these presents by reason of any act of omission or commission on the part of GIL or any other indulgence shown by GIL or by any other matter or thing whatsoever which under law would, but for this provision, have the effect of relieving the BANK.

6. This Guarantee shall be governed by the laws of India and the courts of Gandhinagar shall have jurisdiction in the adjudication of any dispute which may arise hereunder.

Dated this _____ Day of _____, _____ 2025

Witness

(Signature)

(Name)

(Official Address)

(Signature)

Bank Rubber Stamp

(Name)

Designation with Bank Stamp

Plus, Attorney as per Power of Attorney No.

Dated:

Approved Bank: All Nationalized Bank including the public sector bank or Private Sector Banks or Commercial Banks or Co-Operative & Rural Banks (operating in India having branch at Ahmedabad/ Gandhinagar) as per the G.R. no. EMD/10/2018/18/DMO dated 16.04.2018 (http://www.gil.gujarat.gov.in/grs/DMO_2173_16_Apr_2018_714.pdf) issued by Finance Department or further instruction issued by Finance department time to time.

8.5 FORMAT V: FINANCIAL DETAILS OF THE BIDDER

2022-23	2023-24	2024-25

Note:

Upload the audited financial statement/ audited annual report of the above-mentioned financial years.

Name:

Designation:

Signature of the Authorized Signatory (with seal):

8.6 FORMAT VI: 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.)			

ELIGIBILITY CRITERIA

Form No. A: Company Registration

Sr. No.	Name of Bidder	Certificate of Incorporation / Registration	Document Submitted or Not?
1			

Note: Please fill this form and upload the supporting documents.

Form No. B: Office in Ahmedabad/Gandhinagar

Sr. No.	Contact Person	Address	Contact Nos.	Type of supporting document attached
1				
2				

Note: You may mention more than one office (if applicable) by adding multiple rows which may be added by “NUMBER OF ROWS TO ADD”.

Form No. C: Work Experience

Sr. No.	Project	No. of person provided	Period of Contract	Contact details of client	Type of supporting document attached
1					
2					

Note: You may mention more than one project by adding multiple rows which may be added by “NUMBER OF ROWS TO ADD”.

8.7 FORMAT VII: PERFORMA OF COMPLIANCE LETTER

(Submit copy on Bidder's letterhead duly signed by Authorized signatory)

Date: dd /mm /yyyy

To,

GM (Accounts & Finance) & GM (Services)

Gujarat Informatics Ltd

Block no. 2, 2nd floor, Karmayogi Bhavan,

Sector-10A, Gandhinagar

Sub.: Compliance with the tender terms and conditions, specifications, and Eligibility Criteria.

Dear Sir,

With reference to above referred tender, I, undersigned <<Name of Signatory>>, in the capacity of <<Designation of Signatory>>, is authorized to give the undertaking on behalf of <<Name of the bidder>>.

We have to inform you that we have read and understood the technical specifications and total requirements of the above-mentioned bid submitted by us on <<Date>>. We hereby confirm that all our quoted items meet or exceed the requirements and are absolutely compliant with specifications mentioned in the bid document.

We also explicitly understand that all quoted items meet technical specifications of the bid and that such technical specifications override the brochures/standard literature if the same contradict or not indicated in brochures.

We are not banned or blacklisted by any Government institution of India.

In case of breach of any of the terms and conditions of the tender or deviation from bid specifications other than already specified as mentioned above, the decision of GIL Tender Committee for disqualification will be final and accepted by us.

Thanking you,

For <Name of the bidder>>

<<Authorized Signatory>>

<<Stamp of the bidder>>

8.8 FORMAT VIII: DECLARATION OF NOT BANNED/BLACKLISTED/DEBARRED

Declaration Letter

Physical submission on Company's letter head.

Date: <<dd-mm-yyyy>>

To,

GM (Accounts & Finance) & GM (Services)

Gujarat Informatics Ltd

Block no. 2, 2nd floor, Karmayogi Bhavan,

Sector-10A, Gandhinagar

Subject: DECLARATION OF NOT BANNED/BLACKLISTED/DEBARRED

Dear Sir,

With reference to the tender "<<Tender Name>>", I, undersigned <<Name of Signatory>>, in the capacity of <<Designation of Signatory>> certify that, our Company <<Name of the bidder>> is not banned or blacklisted or debarred by any Central/State Government Authority/Institution.

Signature:

Name:

Designation:

Name of the Company:

Date:

Place:

8.9 FORMAT IX: CONTRACT FORM

THIS AGREEMENT made on the _____ day of _____, 2025 Between _____ (Name of purchaser) of _____ (Country of Purchaser) hereinafter “the Purchaser” of the one part and _____ (Name of Supplier) of _____ (City and Country of Supplier) hereinafter called “the Supplier” of the other part:

WHEREAS the Purchaser is desirous that certain Goods and ancillary services viz., _____ (Brief Description of Goods and Services) and has accepted a bid by the Supplier for the supply of those goods and services in the sum of _____ (Unit Rate) in Words and Figures) hereinafter called “the Unit Rate” in Words and Figures” hereinafter called “the Service Charge.”

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1 In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.

2 The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:

- 2.1 the Bid Form and the Price Schedule submitted by the Bidder
- 2.2 terms and conditions of the bid
- 2.3 the Purchaser’s Notification of Award

3 In consideration of the payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Purchaser to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract.

4 The Purchaser hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the remedying of defects therein, the unit rate or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

5 Particulars of the goods and services which shall be supplied / provided by the Supplier are as enlisted in the enclosed annexure:

TOTAL VALUE:

DELIVERY SCHEDULE:

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year first above written.

Signed, Sealed and Delivered by the Said _____ (For the Purchaser) in the presence of _____	Signed, Sealed and Delivered by the Said _____ (For the Supplier) in the presence of _____
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8.10 FORMAT X: AFFIDAVIT FORMAT

(This should be on Rs. 100/- duly notarized Non-Judicial Stamp Paper)

I, _____ <<Name of the bidder>> on behalf of <<Bidder's Company Name>> herewith confirm that <<Bidder's Company Name>> has ----- no. of employees (as per eligibility condition for respective Tier i.e should be qualified B.E./ B. Tech/ MCA/ MBA/ M.Sc. or equivalent with relevant experience in IT on company's payroll which are working for the past one year.

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

Signed & Sealed by an authorized Signatory

8.11 FORMAT XI: NON-DISCLOSURE AGREEMENT

Ref. No.

Dated:

NON-DISCLOSURE AGREEMENT

THIS AGREEMENT is valid till years from the date of work order and is made by and between (The TENDERER) herein referred to as 'DISCLOSING PARTY' whose address is (the TENDERER address), and M/s.

Both the parties shall mean and include their successors at Office from time to time, legal representatives, administrators, executors, and assigns, etc.

This agreement shall govern the conditions of disclosure by disclosing party to Recipient of certain confidential and proprietary information that is oral, written, or in computer file format. Examples of Confidential Information include the details of beneficiaries, identities of companies, consultants and other service providers used by disclosing party, both foreign and domestic, in connection with disclosing party's business, supplier lists, supplier information, computer databases containing customer, product and vendor information, designs, drawings, specifications, techniques, models, documentation, diagrams, flow charts, research and development process and procedures, know-how, new product or new technology information, financial, marketing and sales information and projections, product pricing, profitability, marketing techniques and materials, marketing timetables, strategies and development plans, trade names and trademarks not yet disclosed to the public, business methods and trade secrets, and personnel information.

1. Purpose of Disclosure. Disclosing party is disclosing the Confidential Information to Recipient in order for Recipient to evaluate the possibility of using disclosing party's services.
2. Confidentiality Obligations of Recipient. Recipient hereby agrees:

(a) Recipient will hold the Confidential Information in complete confidence and not to disclose the Confidential Information to any other person or entity, or otherwise transfer, publish, reveal, or permit access to the Confidential Information without the express prior written consent of Disclosing Party.

(b) Recipient will not copy, photograph, modify, disassemble, reverse engineer, decompile, or in any other manner reproduce the Confidential Information without the express prior written consent of disclosing party.

If any Confidential Information is delivered to Recipient in physical form, such as data files or hard copies, recipient will return the Confidential Information, together with any copies thereof, promptly after the purpose for which they were furnished has been accomplished, or upon the request of disclosing party. In addition, upon request off disclosing party in writing/email Recipient will destroy materials prepared by Recipient that contain Confidential Information.

(c) Recipient shall use Confidential Information only for the purpose of evaluating.

Recipient's interest in using disclosing party's services, and for no other purpose. Without limiting the generality of the previous sentence, Recipient specifically agrees not to sell, rent, or otherwise disclose any of disclosing party's Confidential Information either in full or part to any competitor of disclosing party, nor will Recipient use the Confidential Information to directly or indirectly contact or contract with any of disclosing party's employees, vendors, contractors and

agents who carry out or otherwise fulfill the services on behalf of disclosing party (its "Affiliates"). Recipient shall promptly notify disclosing party of any disclosure or use of Confidential Information in violation of this Agreement for which disclosing party shall indemnify the Recipient for that part.

1. Exclusions. None of the following shall be considered to be "Confidential Information":

(a) Information which was in the lawful and unrestricted possession of Recipient prior to its disclosure by disclosing party;

(b) Information which is readily ascertainable from sources of information freely/easily available in the general public;

(c) Information which is obtained by Recipient from a third party who did not derive such information from disclosing party.

2. Remedies. Recipient acknowledges that disclosing party's Confidential Information has been developed or obtained by the investment of significant time, effort and expense and provides disclosing party with a significant competitive advantage in its business, and that if Recipient breaches its obligations hereunder, disclosing party will suffer immediate, irreparable harm for which monetary damages will provide inadequate compensation. Accordingly, the disclosing party will be entitled, in addition to any other remedies available at law in equity, to injunctive relief to specifically enforce the terms of this Agreement. Recipient agrees to indemnify disclosing party against any losses sustained by disclosing party, including reasonable attorney's fees, by reason of the breach of any provision of this Agreement by Recipient. Recipient further acknowledges that disclosing party's business would be severely hurt if Recipient were to directly contract with its Affiliates without the participation of disclosing party.

Therefore, if Recipient directly or indirectly contracts with any of disclosing party's Affiliates whose identity and/or particulars are disclosed to Recipient pursuant to this Agreement (Except Affiliates with whom Recipient had a demonstrable prior existing business relationship). In the event of

circumvention, by the Recipient whether directly or indirectly, the disclosing party shall be entitled to a legal monetary penalty award, equal to the maximum consulting service/consulting fee, commission/profit originally expected or contemplated to be realized from such transaction(s). This payment levied against and paid immediately by the party engaged in circumvention and in addition includes all legal expenses in the recovery of these funds if collected through legal action by either party.

This penalty shall not apply when the alleged Circumventor does not result in a transaction being concluded. The parties acknowledge it would be extremely difficult or impossible to accurately it would be extremely difficult or impossible to accurately fix the actual damages that disclosing party would suffer in the event of a breach of the aforementioned obligations, and that the liquidated damages provided for herein are a reasonable estimate of disclosing party's actual damages, which shall be fixed by the arbitrator who shall also be in the same business.

3. No Rights Granted to Recipient. Recipient further acknowledges and agrees that the furnishing of Confidential Information to Recipient by disclosing party shall not constitute any grant or license to Recipient under any legal rights now or hereinafter held by disclosing party.

4. Miscellaneous Provisions:

- A. This Agreement sets forth the entire understanding and Agreement between the parties with respect to the subject matter hereof and supersedes all other oral or written representations and understanding. This Agreement may only be amended or modified by a writing signed by both parties.
- B. If any provision of the Agreement is held to be illegal, invalid, or unenforceable, the legality, validity and enforceability of the remaining provisions will not be affected or impaired.
- C. This Agreement is binding upon the successors, assigns and legal representatives the parties hereto, and is intended to protect Confidential Information of any successors or assign of disclosing party.
- D. Each Provision of this Agreement is intended to be valid and enforceable to the fullest extent permitted by law. If any provision of this Agreement is determined by any court of competent jurisdiction or arbitrator to be invalid, illegal, or enforceable to any extent, that provision shall, if possible, be construed as though more narrowly drawn, if a narrower construction would avoid such invalidity, illegality, or unenforceability, be served, and the remaining provisions of this Agreement shall remain in effect/force.
- E. The terms and conditions governing the provision of the agreement shall be governed by and construed in accordance with laws of the union of India and shall be subject to the exclusive Jurisdiction of the courts of Gandhinagar.

- F. Any or all disputes arising out or in connection with this agreement shall so far as may be possible to settled amicably between the parties within a period of thirty days from such dispute(s) arising.
- G. However, failing such amicable settlement all disputes and differences out of the construction of or concerning anything contained in or arising out of or in connection with this agreement as to the rights, duties or liabilities arising it, to the parties shall be referred to a panel of three arbitrators, for conducting Arbitration in accordance with the provisions of Arbitrations and Conciliation Act 1996 and its all amendment.
- H. It is agreed that each party shall appoint one arbitrator and the third arbitrator from the same business.
- I. The appointment of arbitrators shall be done within a period of three months from the date of receipt of notice from the aggrieved party requesting to refer the matter to arbitration in case amicable settlement fails.
- J. The parties shall mutually ensure and co-operate with each other in the arbitral proceedings, so that the same can be concluded and awarded within a period of six months from the date of commencement of the arbitral proceedings.
- K. The arbitral proceedings shall be conducted in English, both parties shall be bound by the award passed and delivered by the arbitral tribunal and shall not attempt to challenge the authenticity of the award, before any authority or courts or any other statutory body.
- L. The venue of arbitration shall be Gandhinagar.
- M. If any litigation is brought by either party regarding the interpretation or enforcement of this Agreement, the prevailing party will recover from the other all costs, attorney's fees and other expenses incurred by the prevailing party from the other party. Any recovery should be subject to order passed by the Arbitration Tribunal
- N. The Act is published and Selected Agency shall comply with DPDPA.

Signed on behalf of
(The TENDERER)

Signature:

Name:

Designation with seal:

Signed on behalf of
M/s.

Signature:

Name:

Designation with seal:

Date:

[Name of the Company]

ANNEXURE-A CANDIDATE INFORMATION FORM – RECRUITMENT THROUGH AGENCY

All the departments are requested to fill all below details for hiring IT experts through agency empanelled by GIL

TIER			
Designation (As per tender)			
Technology (if applicable)			
Total Years of experience (As per tender)			
Relevant Year of experience (As per tender)			
Number of requirement			
Tenure of Service required			
Budget available for the above tenure (as on date of requirement)	YES/NO		
Unit Rate (As per tender)			
Depute location (Complete Office Address) (*Include number of vacancy for each location in case of multiple locations)			
Project name If applicable			
IT Skills:			
Job description:			
GST Number			
Contact Person Details:			
Particulars	Asst. Director (IT)	Concern Person (For recruitment)	Concern Person (For Payment)
Name:			
M Number:			
Email ID.			
Remarks if any:			

**The grant for the payment of the resources recruited as per the above requirement is available with the department.*

Department Head Name, signature and stamp

Encl: If any

Terms and conditions

- All the detail are mandatory to fill to process further.
- GIL Service charge will be 3% of unit rate for six months + applicable taxes
- Department has to attach grant approval/supporting document with this requisition form
- For any query contact 07923256026/07923258619

Document Submission Format

Name of candidate applied for	verified Education & certification with supporting documents	Experience details with supporting documents	Verified with documents (Yes/No)		
		Firm/organization name	DOJ	Exit Date	Total Experience
Enclosure 1. 2.					

Sign and stamp