

**Request for Proposal
For**

**Selection of an Agency for
Strategy Room / Digital Experience Centre**

**For
Planning & Development Department, Govt. of Bihar**

**Address:
Old Secretariat,
Ground Floor, Harding Road, Beer Chand Patel Path, Patna, Bihar 800015**

**Issued By:
Chandragupt Institute of Management Patna, Mithapur Institutional Area,
Mithapur, Patna**

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GLOSSARY & DEFINITION

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 Bidding firm.
Bid	A formal offer made in pursuance of an invitation by a procuring entity and includes any tender, proposal or quotation in electronic format.
Bid Security/ Earnest Money Deposit (EMD)	A security provided to the procuring entity by a bidder for securing the fulfilment of any obligation in terms of the provisions of the bidding documents.
Bidder	Any person/ firm/ agency/ company/ contractor/ vendor participating in the bidding process with the procurement entity.
Bidding Document	Documents issued by the procuring entity, including any amendments thereto, that set out the terms and conditions of the given procurement and includes the invitation to bid.
CIMP	Chandragupt Institute of Management Patna located at Mithapur Institutional Area, Mithapur, Patna 800001 – www.cimp.ac.in
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.
Contract	“Contract” means a legally enforceable agreement entered into between the Procuring entity and the selected bidder(s) with mutual

	obligations.
EPC	Estimated Project Cost
FY	Financial Year
GST	Goods and Service Tax
LD	Liquidated Damages
LoA	Letter of Award
PAN	Permanent Account Number
PBG	Performance Bank Guarantee
PQ	Pre-Qualification
Procurement Process	The process of procurement extending from the issue of invitation to Bid till the award of the procurement contract or cancellation of the procurement process, as the case may be.
Purchaser/ Tendering Authority/ Procuring Entity	Person or entity that is a recipient of a good or service provided by a seller (bidder) under a purchase order or contract of sale, also called buyer. CIMP is the Tendering Authority. Procuring Entity is Planning and Development Department, Government of Bihar.
QCBS	Quality and Cost Based Selection
RFP	Request for Proposal
Services	Any subject matter of procurement other than goods or works and includes physical, maintenance, professional, intellectual, consultancy and advisory services or any service classified or declared as such by a procuring entity.

Service Level Agreement (SLA)	Service Level Agreement is a negotiated agreement between two parties wherein one is the customer and the other is the service provider. It is a service contract where the level of service is formally defined. In practice, the term SLA is sometimes used to refer to the contracted delivery time (of the service) or performance.
WO/PO	Work Order/Purchase Order

DISCLAIMER

1. While this Request for Proposal document (“RFP”) has been prepared in good faith, neither the Purchaser nor its employees or advisors make any representation or warranty, express or implied, or accept any responsibility or liability, whatsoever, in respect of any statements or omissions herein, or the accuracy, completeness reliability of Information, and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of this RFP, even if any loss or damage is caused by any act or omission on their part.
2. This document is not transferable, and this RFP does not purport to contain all the information that each Bidder may require and accordingly is not intended to form the basis of an investment decision or any other decision to participate in the bidding process for the selection of the Successful Bidder for this Project. Each Bidder should conduct his own investigations and analysis and check the accuracy, reliability and completeness of the information in this document and obtain independent advice from appropriate sources.
3. Though adequate care has been taken while preparing this Bid Document, the Bidder shall satisfy himself that the document is complete in all respects. Intimation of any discrepancy shall be given to this office immediately.
4. The Purchaser may modify, amend, reject, or supplement this RFP document in accordance with norms as per the requirement of the project. The Purchaser reserves the right to waive any irregularity in the proposal (RFP) and the Purchaser makes it clear that the RFP is not an offer/ Agreement.
5. Neither the Purchaser nor its employees shall be liable to any Bidder or any other person under any law including the law of Agreement, tort, the principles of restitution for unjust enrichment or otherwise for any loss, expense or damage which may arise, or be incurred, or suffered, in connection with this RFP document, or any matter that may be deemed to form part of this RFP document or the award of the Agreement, or any

other information supplied by the Purchaser or their employees or Firms or otherwise arising in any way from the selection process for the award of the Agreement for the Project.

6. The Purchaser is not bound to accept any oral Proposals. The purchaser reserves the right to reject any or all the Proposals without assigning any reasons. No Bidder shall have a cause for action or claim against the Purchaser or its officers, employees, successors, or assignees for rejection of his bid. The RFP submitted by the bidder will be the property of the Purchaser.

FACT SHEET / SCHEDULE OF BID PROCESS

1	Document Reference Number	GOB/DPD/CIMP/2024/SR/01
2	Date for Issue of RFP on CIMP Website www.cimp.ac.in or	1 st Nov. 2024
3	Project Period	3 months from signing of contract
4	Bid Procedure	Two Part (Technical & Financial), Open Competitive Bid
5	Bid Validity	90 days from the bid submission deadline
6	Last Date & Time for receipt of queries for Pre- bid Meeting	5 th Nov. 2024 Zoom Meeting Attendees to submit queries by email to directoroffice@cimp.ac.in
7	Date, Time and Venue for Pre-bid Meeting	Date: 9 th Nov. 2024 Time: 11 AM Venue: CIMP Board Room, Mithapur Institutional Area, Mithapur, Patna -800001 / Zoom Meeting
8	Last Date & Time for Submission of Proposals	Date: 16 th Nov. 2024 Time: 6 PM
9	Date & Time for Opening of Technical Proposal	Date: 18 th Nov. 2024 Time: 11 AM
10	Date & Time for Technical Presentation	Date: 20 th Nov. 2024 Time: 11 AM
11	Date & Time for Opening of Financial Bids	Date: 21 st Nov. 2024 Time: 11 AM
12	Bid Document Fee	Rs. 5000/-
13	EMD	Rs. 7 Lakhs
14	Tender Portal	www.cimp.ac.in
15	Selection Method	QCBS (70:30)
16	Similar Work	Work of execution of strategy room/digital experience centre/control command centre for any govt/semi-

Selection of Agency to Execute Strategy Room / Digital Experience Centre at Department of Planning and Development,
Government of Bihar

		govt/PSU client
17	PBG	3% of Contract Value
18	Contact Person for Queries	Sumit Kumar PS to Director, CIMP, Patna Directoroffice@cimp.ac.in

INTRODUCTION

The Planning and Development Department, Government of Bihar, is one of the most important and key department for the Plan Formulation, Implementation and Policy Determination. The scope of duties & responsibilities has been increased significantly in the present scenario of the development.

Bihar State Planning Board, Directorate of Economics and Statistics, Directorate of Evaluation, Local Area Engineering Organization, Bihar Apda Punarwas Evam Punarnirman Society (BAPEPS), Bihar Local Area Development Agency and Bihar Statistical System Development Agency are the important wings of this department.

At the Divisional level and District level, the offices of The District Planning Units, District Statistical Offices and Works Divisions of Local Area Engineering Organization are also functioning under the administrative control of Planning & Development Department.

For the all-round development of the state, formulation of Five Years Plans and Annual Plans, the sectoral and department wise distribution of Financial Outlay, to get the approval on the Proposal received from various department through "Lok Vitt Samiti" and monitoring of the physical & financial progresses of various schemes are some important duties of this department. In addition to the above duties, the department also gathers various socio-economic statistical data analyzes them and publish various reports on regular basis. This department also deals with regional plan formulation on the basis of gathering the data at the district as well as village/panchayat level. Planning & Development department is also works as a forum for providing the techniques for plan formulation to the various department.

Planning and Development Department, Government of Bihar is planning to establish a Strategy Room / Experience Centre at Ground Floor of Planning and Development Department, Government of Bihar.

OBJECTIVES

The strategy room / Digital experience centre at Department of Planning and Development, Government of Bihar has been envisioned to create a technology enabled centre aimed at facilitation the process of strategic planning and control by leveraging the convergence of cutting-edge technology, geospatial data, and real-time monitoring.

The strategy room / Digital experience centre at Department of Planning and Development, Government of Bihar will be state of the art centre giving integrated digital dashboard of various departments on the lines of NITI Aayog and BIPARD.

The centre will give a catalytic boost to the process of strategic planning of the entire state, ministries, departments and various constituent units. This specialised centre will enable seamless integration and transmission of data with the various internal and external stakeholders. The center will leverage and integrate the latest digital technologies and enable the policy makers of the state by providing data driven insights, to facilitate the process of evidence based strategic planning.

Through the convergence of cutting-edge technology, geospatial data, and real-time monitoring, the Strategy Room / Digital Experience Center will empower policymakers to navigate complex real world challenges and steer the various departments and ministries of the state towards sustainable growth and development.

The Strategy Room / Digital Experience Centre will shall cover the various sectors including

- a) Rural Development
- b) Governance
- c) Education
- d) Health
- e) Water Resources
- f) Urban Development
- g) Energy
- h) Tourism

- i) Agriculture
- j) Livelihoods, Employment and skills

1. REQUEST FOR PROPOSAL

The Purchaser Invites Detailed Proposals (Qualification, Technical and Financial Proposals Together Referred to as “RFP”) from capable agencies. The bids comprising mandatory compliance along with technical bids and price bids shall be submitted in **two separate envelopes**. The Scope of Services forming part of the Assignment has been set out hereunder in this document. The Proposals would be evaluated on the basis of the evaluation criteria set out in this RFP (“Evaluation Criteria”) to identify the successful Bidder for the Assignment (“Successful Bidder”)

1.1. Structure of the RFP

The Bidders would need to submit, within the Proposal Due Date as prescribed under the “Fact Sheet” of this RFP; Qualification, Technical and Financial Proposal in the prescribed formats. The Purchaser would evaluate all the Submissions in accordance with the evaluation criteria as set out in the RFP to select a qualified bidder.

1.2. Obtainability of RFP Document

The RFP would be available at the website www.cimp.ac.in . It may be noted that all subsequent notifications, changes, and amendments in the assignment/documents would be posted only on the website.

2. BACKGROUND INFORMATION

The Bihar Planning Department plays a vital role in shaping the state's socioeconomic development by formulating, implementing, and monitoring strategic plans. It is responsible for preparing the State Development Plans and aligning them with national objectives through collaboration with NITI Aayog and various central government initiatives. Key responsibilities include resource allocation, public investment planning, and socioeconomic monitoring across sectors such as agriculture, education, health, and infrastructure.

A special focus is placed on inclusive growth, targeting marginalized communities and backward regions of Bihar through poverty alleviation, skill development, and infrastructure projects. The department also emphasizes capacity building and training government officials to handle development challenges effectively.

In recent years, the department has adopted sustainable development goals, focusing on water resource management, renewable energy, and climate-resilient agriculture. It is also exploring e-governance to streamline administrative processes and improve service delivery.

Despite progress, challenges remain in poverty, unemployment, infrastructure gaps, and disparities in education and healthcare, especially in rural areas. Through collaborations with international organizations like UNICEF and World Bank, the department continues to focus on long-term growth and development for Bihar.

The Bihar Planning Department aims to develop a Strategy Room / Digital Experience Centre, recognizing the immense potential of transformative projects being implemented across the country. The goal is to bring efficiency and effectiveness to citizen-centric services and drive socio-economic transformation, particularly in the fields of education, health, skill-building, entrepreneurship, and employment creation. The Centre will play a crucial role in demystifying the concept of digital experiences and disseminating information on various initiatives undertaken by Central and State Governments, making them accessible to the people of Bihar. A key focus will be on Bihar's performance in sectors such as Agriculture, Education, Tourism, MSME, and more.

This Strategy Room / Digital Experience Centre is envisaged to provide an immersive and interactive experience for policymakers and decision-makers, enabling them to make evidence-based decisions. The centre will enhance the capabilities of policymakers at the Central, State/UT, District, and Block levels by offering a dedicated platform for data-driven insights and evidence-based governance.

The centre aims to revolutionize policymaking by integrating data-driven insights, fostering collaboration, and enabling evidence-based governance. By leveraging cutting-edge technology, geospatial data, and real-time monitoring, it will empower policymakers to address complex challenges and guide Bihar toward sustainable growth and development.

The Strategy Room / Experience Centre will focus on approximately 15 key sectors down to the grassroots level. There will also be integration of data from similar centres set up at NITI Aayog and BIPARD. Some of these sectors are:

1. Education
2. Health
3. MSME
4. Manufacturing
5. Water Resources & WASH
6. Urban Development
7. Energy
8. Tourism
9. Agriculture
10. Livelihoods, Employment, and Skills
11. Disaster Management
12. Women Empowerment

This initiative will serve as a vital tool in enhancing governance and accelerating development across Bihar.

3. INSTRUCTIONS TO THE BIDDERS

3.1. Opening of Bids

The bid will open on the dates mentioned in the Fact Sheet in this document.

3.2. Preliminary Evaluation

CIMP will scrutinize the bids received to determine whether they are complete and are as per the RFP requirement.

The Bids meeting the criteria will be taken forward to the next stage of evaluation i.e. technical evaluation. If the documents are found to match with the format, the Bidder will be eligible for technical evaluation. All the supporting documents/documentary evidence must be attached as per specifications.

3.3. Technical Evaluation

Technical bid submitted will be evaluated by an Evaluation Committee. The Evaluation Committee would also undertake a discussion/presentation with the Bidders on the understanding of the assignment, proposed ideas and solution, and the experiences. The technical capabilities and competence of the Bidders should be clearly reflected in the discussion/presentation.

b) CIMP on behalf of Planning and Development Department, Government of Bihar will inform the date, time and venue of the discussion/presentation to the Bidders.

c) Based on the details submitted by the Bidder in the Technical Proposal and the Discussion/Presentation with the Evaluation Committee at CIMP, the Technical Evaluation of the eligible Bidders will be carried out.

3.4. Right to accept or reject

The Purchaser may reject a proposal at any stage if it is found that the firm recommended for award has indulged in corrupt or fraudulent activities in competing for the contracting question, and may also declare a firm ineligible or blacklist the firm, either indefinitely or for a stipulated period of time, if at any time it is found that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing, the contract.

□ Notwithstanding anything contained in this RFP, The Purchaser reserves the right to accept or reject any proposal and to annule the bidding process and reject all Proposals at any time, without any liability or any obligation for such acceptance, rejection or annulment, without assigning any reasons.

□ The Purchaser reserves the right to reject any Proposal if at any time if a material misrepresentation made by a Bidder at any stage of the bidding process gets discovered.

3.5. Pre-Bid Clarifications

A prospective Bidder requiring any clarification on the RFP may notify The Purchaser in writing to The Purchaser within such date as specified in RFP Time Schedule. At its sole discretion, The Purchaser may upload its response to such queries on the website. Bidders requiring specific points of clarification may communicate with The Purchaser during the specific period using the following format. The queries can be submitted by email at tender@cimp.ac.in with the name of the assignment as the subject, in the following format.

S. No.	Bidding Document Reference (Number/Page)	Content of RFP requiring Clarification	Points of Clarification Required	Suggestions (If Any)

3.6. Amendments to RFP

- a) At any time prior to the Proposal Due Date, as indicated in the RFP Time Schedule, The Purchaser may, for any reason, whether at its own initiative or in response to clarifications requested by a bidder, amend the RFP by the issuance of addenda. Such addenda would be posted only on the website.
- b) In order to afford Bidders reasonable time to take the Addendum into account, or for any other reason, The Purchaser may, at its discretion, extend the Proposal Due Date.

3.7. Language and Currency

The Proposal and all related correspondence and documents shall be written in the English language. Supporting documents and printed literature furnished by the Bidder with the Proposal may be in any other language provided that they are accompanied by an appropriate translation in the English language. Supporting materials that are not translated into English may not be considered. For the purpose of interpretation and evaluation of the Proposal, the English language translation shall prevail. The currency for this bid is Indian Rupee. All the quotes should be in Indian Rupee only.

3.8. Validity of the Proposal

- a) The Proposal shall be valid for a period as mentioned in the fact sheet. The Purchaser reserves the right to reject any Proposal that does not meet this requirement.
- b) Prior to the expiry of the Proposal Validity Period, The Purchaser may request the Bidders to extend the period of validity for a specified additional period.
- c) The successful Bidder shall, where required, extend validity of the Proposal till the date of execution of the agreement.

3.9. Bid Security

- a) Proposals would need to be accompanied by a 'Bid Security' (EMD). The Bid Security shall be kept valid throughout the Proposal Validity Period and would be required to be extended if so required by the Purchaser. MSE Bidders are exempted from EMD.
- b) The Bid Security shall be returned to the unsuccessful Bidders within a period of two (2) weeks from the date of signing of Agreement between The Purchaser and the successful bidder.
- c) The bid security of the successful bidder will be returned to the successful bidder on the submission of the Performance Security as specified in the RFP document.
- d) The Bid Security shall be forfeited in the following cases:
 - 1) If the Bidder withdraws its proposal;
 - 2) If the Bidder withdraws its Proposal during the interval between the Proposal Due Date and expiration of the Proposal Validity Period; and

- 3) If any information or document furnished by the Bidder turns out to be misleading or untrue in any material respect.
- 4) If the bidder, after the award of work order, fails to submit the performance security within the stipulated time.

3.10. Bidder's responsibility

- a) The Bidder is expected to examine carefully the contents of all the documents provided. Failure to comply with the requirements of RFP shall be at the Bidder's own risk.
- b) It shall be deemed that prior to the submission of the Proposal, the Bidder Has:
 - i) Made a complete and careful examination of terms & conditions/ requirements, and other information set forth in this RFP document.
 - ii) Received all such relevant information as it has requested from the Purchaser, and made a complete and careful examination of the various aspects of the assignment.
- c) The Purchaser shall not be liable for any mistake or error or neglect by the Bidder in respect of the above.
- d) All taxes payable to the government should be paid by the service provider as per applicable norms and procedures. The Purchaser is nowhere liable and responsible for the payment of such taxes. Only GST payment will be made by The Purchaser as per applicable rates on the fee quoted by the agency.

3.11. Format and Signing of Proposal

- a) Bidders would provide all the information as per this RFP and in the specified format. The Purchaser reserves the right to reject any Proposal that is not in the specified format.
- b) If the Proposal consists of more than one volume, Bidder must clearly number the volumes and provide an indexed table of contents.
- c) The Proposal and its copy shall be typed or printed, and the Bidder shall initial, and number each page.
- d) The person(s) signing the Proposal shall initial all the alterations, omissions, additions, or any other amendments made to the proposal.
- e) The bidders should submit their responses as per the format given in this RFP in the following manner

- a) Technical Proposal b) Commercial Proposal.
- f) Please Note that prices should not be indicated in the Technical Proposal but should only be indicated in the Commercial Proposal.
- g) All the pages of the proposal must be sequentially numbered and must contain the list of contents with page numbers. Any deficiency in the documentation may result in the rejection of the Bid.
- h) The bids shall be submitted by Courier to CIMP, Mithapur Institutional Area, Mithapur Patna in sealed envelopes.

3.12. Proposal due date

- a) Proposals should be submitted as per the information provided in this RFP.
- b) The Purchaser at its sole discretion; accept any Proposal(s) after Proposal Due Date. Any such Proposal/is accepted shall be deemed to have been received by the Proposal Due Date.

3.13. Test of Responsiveness

Prior to the evaluation of Proposals, The Purchaser will determine whether each Proposal is responsive to the requirements of the RFP. A Proposal shall be considered responsive, if

- a) It is received on or before the respective Proposal Due Date;
- b) It is accompanied by the 'Cost of RFP Document' and 'Bid Security' amount as set out in the RFP document.
- c) It is signed, sealed, and marked as stipulated in the RFP Document.
- d) It contains the information and documents as requested in the RFP;
- e) It contains information in the form and formats specified in the RFP;
- f) It mentions the validity period as set out in this document;
- g) It provides the information in reasonable detail. ("Reasonable Detail" means that, but for minor deviations, the information can be reviewed and evaluated by the Purchaser. The Purchaser reserves the right to determine whether the information has been provided in reasonable detail or not;
- h) There are no inconsistencies between the Proposal and the supporting documents.
- i) A Proposal that is responsive is one that conforms to the preceding requirements without material deviation or reservation. Material Deviation Or Reservation is one which,

- i) Effects in any substantial way, the scope, quality, or performance of the Assignment, or
 - ii) Limits in any substantial way, inconsistent with the RFP document, The Purchaser's rights or the bidder's obligations under the Agreement, or
 - iii) Unfairly affects the competitive position of other Bidders presenting substantially responsive Proposals.
- j) The Purchaser reserves the right to seek clarification or reject any Proposal which in its opinion is non-responsive and no request for modification or withdrawal shall be entertained by the Purchaser in respect of such Proposal.

3.14. Confidentiality

Information relating to the examination, clarification, evaluation, and recommendation for the Qualified Bidders would not be disclosed to any person not officially concerned with the process. The Purchaser will treat all information submitted as part of the Proposal in confidence and will ensure that all those who have access to such material to treat it in confidence. The Purchaser would not divulge any such information unless ordered to do so by any statutory authority that has the power under law to require its disclosure.

3.15. Clarifications

To assist in the process of evaluation of Proposals, The Purchaser may, at its sole discretion, ask any Bidder for clarification on its Proposal or substantiation of any of the submissions made by the Bidder.

3.16. Modification/Substitution/Withdrawal of Proposal

- a) The Bidder may modify, substitute or withdraw its Proposal after submission, provided that a written notice of the modification, substitution or withdrawal is received by The Purchaser before the Proposal Due Date. No Proposal shall be modified, substituted, or withdrawn by the Bidder after the Proposal Due Date.
- b) The modification, substitution or withdrawal notice shall be prepared, sealed, marked and delivered in accordance with outer envelopes additionally marked "MODIFICATION", "SUBSTITUTION" or "WITHDRAWAL", as appropriate.

- c) Withdrawal of a Proposal during the interval between the Proposal Due Date and expiration of the Proposal Validity Period would result in forfeiture of the Bid Security in accordance with this RFP.

3.17. Proposal Evaluation

The Qualification Submissions of the Bidders would be checked for responsiveness with the requirements of the RFP and shall be evaluated as per the Criteria set out in this RFP.

3.18. Declaration of Successful Bidder and Selection of Agency

- a) Upon complete acceptance of the Proposal of the tenderer (Technically qualified and valid financial bid), The Purchaser shall declare the tenderer with highest cumulative marks (QCBS) as the successful bidder.
- b) In case two or more bidders quote equal cumulative marks, then the bidder scoring higher in the technical bid evaluation shall be declared successful.
- c) The Contract will be awarded on QCBS (70:30).

3.19. Notifications

The Purchaser will notify the Successful Bidder by a Letter of Award (LoA) that its Proposal has been accepted.

3.20. The Purchaser's right to accept or reject the proposal

- a) The Purchaser reserves the right to accept or reject any or all the Proposals without assigning any reason and to take any measure as it may deem fit, including annulment of the bidding process, at any time prior to award of the assignment, without liability or obligation for such acceptance, rejection or annulment.
- b) The Purchaser reserves the right to invite revised Proposals from Bidders with or without amendment of the RFP at any stage, without liability or any obligation for such invitation and without assigning any reason.
- c) The Purchaser reserves the right to reject any Proposal if at any time:
 - i) A material misrepresentation made at any stage in the bidding process is uncovered; or
 - ii) The Bidder does not respond promptly and thoroughly to requests for supplemental information required for the evaluation of the Proposal.

d) This would lead to the disqualification of the Bidder. If such disqualification/ rejection occurs after the Proposals have been opened and the Successful Bidder gets disqualified/rejected, then The Purchaser reserves the right to:

- i) Declare the Bidder with the second highest cumulative marks as the successful tenderer.
- ii) Take any such measure as may be deemed fit in the sole discretion of The Purchaser, including annulment of the bidding process.

3.21. Performance Bank Guarantee (PBG)

The successful bidder shall furnish a performance bank guarantee as per format in Annexure 4 valid for a period of 1 year, with a claim period of 3 months, which shall be extended every year until the contract is terminated.

4. CRITERIA FOR EVALUATION

4.1. Pre-Qualification

For a bid to be considered as responsive under this bid process, a bidder must meet the following criteria.

#	Criteria	Basis of Evaluation	Documents Required
1	Bid Document Fee	Submission of Fee	Receipt of payment/DD
2	EMD	Submission of EMD	Receipt of payment/DD
3	Legal Entity	The Bidder should be any sole Company / firm that submits a Proposal pursuant to this RFP Document and should be in existence for at least five years as on the date of publication of tender. Consortium/Joint Venture is not allowed.	- Certificate of Incorporation - GST Registration Certificate - Copy of PAN
4	Authorized Signatory	The Signatory signing the Bid on behalf of the Bidder should be duly authorized by the Board of Directors/Partners of the Bidder to	Power of Attorney/Board Resolution to authorize the signatory

		sign the Bid on their behalf.	
5	Turnover	The Bidder must have average annual turnover of at least Rs. 30 Crores or more during last three financial years i.e. (2021-22, 2022-23, 2023-24)	<ul style="list-style-type: none"> • CA certified Turnover Certificate • Audited balance sheet for the last three years (Provisional balance sheet for 2023-24)
6	Acceptance of all Terms and Conditions of RFP	The bidder should accept all the conditions of the RFP.	Annexure 1 duly signed on the letterhead of the bidder.
7	Experience	<p>The agency should have done at least</p> <p>1) One similar work costing greater than equal to 5 Cr</p> <p>OR</p> <p>2) Two similar works each costing greater than equal to 4 Cr</p> <p>OR</p> <p>3) Three similar works each costing greater than equal to 3 Cr in the last 7 years</p>	Annexure 2 along with Work Order and Completion/Partial Completion Certificate/Photos of Inauguration
8	Certifications	<p>The agency should have the following certifications:</p> <p>1) ISO 9001:2015</p> <p>2) CMMI Level 5</p>	Certification copy

Note:

- a. Cut-off date for the above to be taken as date of publication of tender unless otherwise specified.

- b. Documentary evidence must be submitted for each Criteria.
- c. Self-declaration needs to be signed by Authorized Signatory / as specified.

4.2. Technical Bid Evaluation

The Bidders shall be evaluated on the following parameters:

#	Criteria	Documents Required
A Firm Financials (10 marks)		
A 1	<p>Average Annual Turnover of the Bidder from during the last three (3) financial years (FY 20-21, FY 21-22, FY 22-23)</p> <p>(i) ≥ 30 Crores and < 35 Crores - 5 marks</p> <p>(ii) ≥ 35 Crores and < 40 Crores - 10 marks</p>	<p>Turnover certificate duly certified by the CA, mentioning average turnover of the 3 financial years.</p> <p>Audited Balance sheet and Profit & Loss account statement of the Bidder for each of the 3 financial years. In case, the audited balance sheet of FY 22-23 is not available, provisional may be submitted.</p>
B Relevant Work (40 Marks)		
B 1	<p>The bidder should have experience in implementation of similar work in the last 7 years with value greater than 5 Cr</p> <ul style="list-style-type: none"> ● One project - 10 Marks ● Two projects - 20 Marks 	<p>Annexure 2 along with Work Order and Completion/Partial Completion Certificate/Photos of Inauguration</p>
B 2	<p>The bidder should have experience in implementation of strategy room in the last 7 years with implementation of Artificial Intelligence (AI) to ask questions on the domain specific data.</p> <ul style="list-style-type: none"> ● One project - 10 Marks ● Two projects - 20 Marks 	
C Firm Staff Strength (10 marks)		

C 1	Project Manager B.Tech in Computer Science/Electronics Engineering with relevant experience Experience ≥ 5 years & < 8 years - 2.5 marks Experience ≥ 8 years & < 10 years - 4 marks Experience ≥ 10 years - 5 marks	Annexure 4 along with qualification documents
C 2	Software Engineer B.Tech. in Computer Science/Electronics Engineering with relevant experience Experience ≥ 5 years & < 8 years - 2.5 marks Experience ≥ 8 years & < 10 years - 4 marks Experience ≥ 10 years - 5 marks	
D Concept Presentation (40 marks)		
D 1	1. Understanding of scope of work - 10 2. Concept Design - 15 3. Unique ideas to enhance the experience - 15	Technical Presentation (Not to be submitted along with Technical Bid)

NOTE: Bidders will be required to share the copy(ies) of presentation in advance (at least 2 hours before presentation) to the designated e-mail contact. directoroffice@cimp.ac.in .

Bidders who will score at least 70/100 in technical evaluation criteria will be considered as technically qualified.

a. Documentary evidence must be submitted for each criteria and undertaking or declaration made by the Bidder must be on the letterhead and is to be signed by an authorized signatory only.

b. If any of the criteria information is not deducible from the submitted documents, marks will not be awarded in those criteria, though the Tender Evaluation Committee can ask for clarifications on their own discretion.

4.3. Financial Bid Evaluation

The marks scored in the technical bid which essentially rates the Bidder on technical criteria will be given weightage of 70%. The financial bids will be given a weightage of 30%. The combined score of technical and financial will determine the ranking of the firms. In case of a tie in the combined score between Bidders, the Bidder with higher technical score will be given a higher rank. Bihar Planning Department will appoint the top ranked consultant based on the ranking derived from the combined score. If technical and financial scores are the same then the bidder with more years of experience will be considered.

b. Bidders who secure at least 70 or more in technical evaluation will be eligible to participate in the financial bid opening process. The Financial Bid (i.e. Annexure 16) of the technically qualified bidders will be opened on the prescribed date. Representatives of Bidders may witness the opening of financial bids.

- In Format given at Annexure 16, the Bidders are required to quote their total cost (inclusive of GST as applicable) for the assignment. This amount / quote is to be used for financial evaluation purpose and, award of Work Order (if selected).

c. After opening of financial bids of eligible bidders, the financial scoring will be done.

d. The lowest financial quoted rate will receive highest marks i.e. 100. Scoring to other higher quoted rate will be assigned using formula as below:

Financial Score = (Lowest Quote among the Bidders/Quote of the Bidder)*100

e. After weighted scoring of both technical and financial bids, they will be combined together and ranked. Highest scorer will secure Rank 1, then Rank 2 and so on.

f. The Bidder with Rank One (most responsive bid) based on QCBS system will be selected as the most suitable Bidder using a weightage of 70:30 for Technical and Financial respectively.

A illustration for calculation of combined score is as under:

A	B	C	D	E	F	G	H	I
Sr.	Name of the bidder	Technical Score secured	Weighted Technical Score (Col.C*0.70)	Actual Financial Rate/Quote (in %)	Financial Score (Lowest Rate/Quoted Rate)*100	Financial Score Weighted (Col.F*0.30)	Total score (Col.D+Col.G)	Rank

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

i. Abnormally low financial bids will be handled as per the guidelines issued by the Ministry of Finance, Government of India (<https://doe.gov.in/sites/default/files/Predatory%20pricing%20%20Abnormally%20Low%20Bids.pdf>) and for predatory pricing and abnormally low bids evaluations. And, any conditional bid would be rejected.

j. Errors & Rectification: If there is a discrepancy between Words and Figures, the Figure indicated in Words will prevail”.

k. The total cost is to be quoted by also including all the cost of hardware, software (as indicated in the clause 8.8), installation, maintenance, transportation, commissioning, content, drawing, Electrical & Mechanical, Fitout, Tech, operation and maintenance, etc. plus applicable taxes.

5. SCOPE OF WORK

5.1 Concept Design & Architectural Planning

- a. To create innovative interior layout/ architectural design and planning optimized for interactive exhibits, immersive displays, and visitor flow.
- b. To design visually appealing and functional spaces that accommodate various exhibit themes, including furniture and fixtures.
- c. To develop plans for lighting, sound, display, and projection systems to enhance the visitor experience.

5.2 Software Development and Integration

- a. To develop a common interface software for the main and supporting exhibits.
- b. To integrate software solutions from internal and external stakeholders (such as government websites and software) through API Integration/URL depending on arrangement with concerned stakeholders to ensure a cohesive and user-friendly experience. To integrate the data of NITI Aayog Viksit Bharat Strategy room and BIPARD Gen next lab and then further develop the data on it.
- c. To conduct rigorous testing to ensure the reliability, seamless performance of all digital systems.
- d. To visualize and design user-flows for seamless navigation for different content types and different categories of users, different screens.
- e. Enhanced Data Visualization:
Large Format Display (LFD) Environment: The software is optimized to deliver immersive visualizations across 24 large screens, offering panoramic views of data. Dynamic Interaction: It enables users to interact with the displayed content in real-time, fostering engagement and exploration.
- f. Versatile Data Format Support: Users can seamlessly integrate various data formats including CSV files, Excel spreadsheets, and real-time data streams.
Simple Integration Process: The software's plug & play capability simplifies data integration, requiring minimal technical expertise.

User-Friendly Interface: Upon connecting a data storage device to the control panel, the system automatically recognizes the data format and offers an intuitive interface for data selection and display customization.

g. Quality assurance, debugging & testing of software being developed, including dedicated in-person assistance to operate the software

h. The software to have an AI based Chatbot or Chat Interface, encompassing the Open AI Large Language Models integration to enhance Customer Experience.

i. The common Interface Software and AI Based Chatbot can be hosted on Meity approved CSPs, having native services such as API Based integration, Managed Application, databases, Security & Large Language Models with all services hosted out of India Datacenters.

j. Multicasting Communication: Efficient Communication: The software facilitates multicasting communication, allowing users to broadcast messages, updates, or instructions to multiple recipients simultaneously. Real-Time Collaboration: Multicasting enables real-time collaboration among team members, enhancing communication efficiency.

5.3 Hardware Supply and Integration

a. Deployment of state-of-the-art sectoral hardware / specification for setting up of the Centre

b. Deployment of the Hardware as per the latest industrial standards (such as ISO/BIS Standard).

c. Continuous maintenance and updation/ upgradation of the technology (not older than Long Term Support i.e., LTS version) / hardware.

5.4 Content Development + Audio –Video Content Production

a. Content Production for all installations that is to Develop text for UI and use Data Analytics, Visualisation of provided data.

- b. Produce multimedia content, including videos, interactive simulations, etc.
- c. Create high-quality audio and video content, including narrations, soundscapes, and video presentations.
- d. Integrate audio-visual elements seamlessly into the exhibits for an immersive experience.

5.5 Fit-Outs and Infrastructure Work

- a. Fit-out activities, including the installation of furniture, lighting, and exhibit structures.
- b. Infrastructure work, including electrical and networking setup.
- c. Ensure compliance with safety standards and building codes.

5.6 Operations and Maintenance (3 Years)

- d. To develop a comprehensive strategy for the ongoing management and maintenance of the digital exhibits and technologies for a period of 3 years.
- e. To provide in person training for staff members on equipment/application operation, troubleshooting, and visitor interaction. (Once in every 3 months).
- f. Define O&M personnel, their competency and training
- g. Define risks and dependencies as well as mitigation plan
- h. Ensure systems and cloud facilities are always up and running
- i. Manage installations, configurations, updates and upgrades including backups, as and when required
- j. Ensure real time monitoring of service levels, performance and utilization of all systems, devices, equipment and manpower resources
- k. Training sessions to be conducted at a regular frequency for Bihar Planning Department Staff/members (quarterly)

Note:- Bidder must Submit Annexures along with all TECHNICAL BID TEMPLATES, all Forms for satisfaction of technical Compliance failing which bid may be rejected. The bidder may visit the site of actual work and conduct their own site survey. They may add components under line item “any other items” as per their site survey.

6. GENERAL INSTRUCTIONS

a. Warranty Terms: The successful Bidder has to warrant that the Goods supplied under this Contract are new, unused, of the most recent or current models and incorporate all recent improvements in design and materials unless provided otherwise in the Contract.

b. All the equipment including the accessories supplied as per the technical specification as mentioned in the bidding document should carry warranty (including all spares, accessories, and consumables) for a period mentioned in this document in the first instance.

c. During the warranty period, the successful Bidder shall replace all defective parts / accessories / consumables and attend to all repairs/break downs and undertake stipulated number of preventive maintenance visits to every user installation site. The cost of spare parts for all replacements shall be borne by the successful Bidder during the period of warranty.

d. The successful Bidder shall provide preventive maintenance as per the frequency mentioned in this document during the warranty period. The Bidder shall attend any number of break down/repair call as and when informed by the staff members of Planning and Development Department.

e. Upon receipt of such notice for repair/breakdown from the Planning and Development Department, Government of Bihar the successful Bidder shall, within the period as specified in this document, and with all reasonable speed, repair or replace the defective goods or parts thereof, without cost to the Tender Inviting Authority.

f. If the successful Bidder, having been notified, fails to rectify the defect(s) within the period specified mentioned in this document, the Tender Inviting Authority may proceed to take such remedial action as may be deemed necessary, at the successful Bidder's risk and cost and without prejudice to any other rights which the Tender Inviting Authority may have against the successful Bidder under the contract.

- g. Failure to attend the repairs in time or failure to attend the stipulated preventive maintenance visit or failure to replace the defective equipment or to provide stand by equipment if the fault/down time exceeds the stipulated period or to ensure the stipulated up-time in an year shall lead to forfeiture of the performance security and/or may lead to blacklisting/debarring of the defaulting Bidder.
- h. Successful Bidder shall attend all breakdown calls within timelines stipulated in this RFP of the receipt of the information from Planning and Development Department through e-mail/mobile/SMS/Whatsapp etc.
- i. During warranty period, successful bidder shall maintain and keep an uptime per year of the “Complete System” as per the timelines stipulated in this RFP.
- j. Successful bidder shall submit an undertaking for ensuring uninterrupted supply of spares during the contracted period.
- k. During warranty period, successful bidder shall maintain and keep an uptime per year of the “Complete System” as per the timelines stipulated in this RFP.

7. INSPECTION

Department of Planning and Development, Govt. of Bihar shall have the right to inspect, where necessary, reject the material after the arrival at the final destination shall in no way be limited or waived by reason of the material having previously been inspected, and passed by Department of Planning and Development, Govt. of Bihar prior to the goods shipment.

Department of Planning and Development, Govt. of Bihar reserves the right to reject full or any part of the supply which does not conform to the specification and other terms and conditions. No payment shall be made for rejected material. Rejected items must be removed by the Bidders within two (02) weeks of the date of rejection at their own cost and replaced immediately.

8. LIQUIDATED DAMAGES / PENALTY

The liquidated damage is an estimate of the loss or damage that Planning and Development Department, Government of Bihar may have suffered due to non-performance of any of the obligations (under the terms and conditions) or delay in performance during the contract relating to activities agreed to be undertaken by the Bidder. If the bidder fails to deliver the services within the period(s) specified in the contract, Planning and Development Department, Government of Bihar shall without prejudice to its other remedies under the contract, deduct from the contract price, as liquidated damages, a sum equivalent to the 1% of the order value for every week (seven days) or part thereof of delay, would be levied subject to maximum 4 weeks. It means, the bidder shall have the liability of delayed supply to the maximum of 4 weeks after expiry of scheduled delivery date. After that the supply order shall be canceled and EMD will be forfeited, and bidder will be debarred from participation in any future tenders.

9. PAYMENT TERMS & SCHEDULE

The vendor shall submit a bill to Planning and Development Department, Government of Bihar for payment of the works done after satisfactory commissioning & testing of the equipment and completion of services as mentioned below.

The payment terms and schedule shall be as follows:

S No	Milestone	Payment
1	Submission of Drawings / Approval of Research Report, Design Concept and drawings, Software UI for integrated visualization	15% of the Contract Value
2	Supply of TECH items at site Hardware Completion	30% of the Contract Value
3	Software Completion	15% of the Contract Value
4	Formal Go Live	20% of the Contract Value

5	Operations and Maintenance (3 Years)	15% of the Contract value, paid 5 % yearly
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T = Date of issue of Letter of Award

Note:

- No payment shall be made in advance.
- The contractor shall submit the bill only after work completion to the satisfaction of Department of Planning and Development, Govt. of Bihar. On receipt of a bill invoice from the bidder, the payment of bills from Department of Planning and Development, Govt. of Bihar end will be initiated. No payment shall be made for materials that get rejected.

10. INDEMNIFICATION

a. The Bidder shall, at its own expense, defend and indemnify Department of Planning and Development, Govt. of Bihar against any third party claims in respect of any damages or compensation payable in consequences of any accident or injury sustained or suffered by its (Bidder's) employees or agents, or by any other third party resulting from or by any gross negligence and/or willful default by or on behalf of the Bidder and against any and all claims by employees, workmen, contractors, sub- contractors, vendors, agent(s), employed, engaged, or otherwise working for the Bidder, in respect of any and all claims under the Labor Laws including wages, salaries, remuneration, compensation or like.

b. The Bidder shall indemnify, protect and save Department of Planning and Development, Govt. of Bihar and hold Department of Planning and Development, Govt. of Bihar harmless from and against all claims, losses, costs, damages, expenses, action suits and other proceedings, (including reasonable attorney fees), relating to or resulting directly from:

i. A gross negligence and/or willful default of the Bidder, its employees, its agents, or employees of the consortium in the performance of the services provided by this contract.

ii. Breach of any of the terms of this tender document or breach of any representation or warranty by the Bidder.

c. Use of the deliverables and or services provided by the Bidder.

d. Infringement of any patent, trademarks, copyrights etc. or such other statutory infringements in respect of all components provided to fulfill the scope of this project.

e. The Bidder shall further indemnify Department of Planning and Development, Govt. of Bihar against any proven loss or damage to Department of Planning and Development, Govt. of Bihar's premises or property, etc., due to the gross negligence and/or willful default of the Bidder's employees or representatives to the extent it can be clearly established that such employees or representatives acted under the express direction of the Bidder.

f. The Bidder shall further indemnify Department of Planning and Development, Govt. of Bihar against any proven loss or damage arising out of loss of data, claims of infringement of third party copyright, patents, or other intellectual property, and third-party claims on Department of Planning and Development, Govt. of Bihar for malfunctioning of the equipment at all points of time.

11. TERMINATION AND BLACKLISTING

a. Department of Planning and Development, Govt. of Bihar may terminate this Agreement and Blacklist/Debar the vendor, in case of occurrence of any of the events specified below. In the event of such an occurrence, the First Party may give not less than 30 days written notice of termination to the Second Party.

b. If the vendor is in material breach of its obligations pursuant to this Agreement and has not remedied the same within 30 days.

c. If the vendor becomes insolvent or goes into compulsory liquidation. d. If the vendor, in the judgment of Department of Planning and Development, Govt. of Bihar, has engaged in corrupt or fraudulent practices in competing for or in executing the contract.

e. If the vendor submits to Department of Planning and Development, Govt. of Bihar a false statement which has a material effect on the rights, obligations, or interests of Department of Planning and Development, Govt. of Bihar.

f. If the vendor places itself in a position of conflict of interest or fails to disclose promptly any conflict of interest to Department of Planning and Development, Govt. of Bihar.

g. If the vendor fails to provide Quality services as envisaged under this Agreement.

h. A serious discrepancy and delay in delivery of services or the performance levels agreed upon, which might have an impact on the functioning of the library.

i. Failure of the vendor to mobilize manpower, follow local laws, clumsy execution of work, and total disregard to public safety and its own employees.

j. Failure to abide by any lawful directions of Department of Planning and Development, Govt. of Bihar.

Note: - Blacklisting/Debarment of the vendor shall be a natural consequence of the termination. The Blacklisting/Debarment shall be for such a period as may be specified by Department of Planning and Development, Govt. of Bihar. Provided that before placing the vendor in the blacklist, with or without the termination of the contract, Department of Planning and Development, Govt. of Bihar shall issue a notice giving 15 days of time to the vendor.

12. PENALTIES

Department of Planning and Development, Govt. of Bihar may impose a suitable penalty of the vendor for the failure of such activities as mentioned above. Such penalties shall be deducted from the pending bills/bank guarantee of the vendor. However, Department of Planning and Development, Govt. of Bihar shall issue a notice given 15 days of time to the vendor before imposing a penalty of more than INR 1 Lakh (One lakh).

13. TERMINATION PAYMENTS

These payments shall mean the amount of payment by either party to the other party upon termination. Upon termination of the contract, Department of Planning and Development, Govt. of Bihar may encash and appropriate the

performance security/bank guarantee etc. Department of Planning and Development, Govt. of Bihar may clear outstanding dues of the sub vendors of the second party out of such encashment and/or from the pending bills of the second party. After clearing such liabilities, any valid dues of the second party may be paid thereafter.

14. BLACKLISTING WITHOUT TERMINATION

Department of Planning and Development, Govt. of Bihar may blacklist the vendor without terminating the contract for any of the failures or acts of commissions or omissions under this Agreement.

15. FORECLOSURE WITH MUTUAL CONSENT

a. Without prejudice to any provisions of this agreement, Department of Planning and Development, Govt. of Bihar and the vendor may foreclose this agreement by mutual consent in circumstances which do not constitute either party's default without any liability or consequential future liability for either party.

b. Should a Party intend to foreclose this Agreement by mutual consent, the intending Party shall issue a notice to the other Party and upon issuance of such notice, the other Party may within 15 days from receipt of such notice either agree to such foreclosure or raise objection(s) to the same by intimating either of the two possible positions to the intending Party in writing.

c. In either case of the other Party agreeing to the proposed foreclosure or otherwise, the Parties may negotiate the proposed foreclosure and sign a Supplementary Agreement for foreclosure to the main Contract Agreement within 30 (thirty) days of the date agreed by both Parties. Foreclosure shall not come into effect unless and otherwise Supplementary Agreement is signed.

d. Any attempt or endeavor for foreclosure by mutual agreement shall be without prejudice to the rights and obligations of the Parties herein and the factum of such an attempt or exercise shall not stop either of the Parties from discharging their contractual obligations under this Agreement.

e. For the avoidance of doubt, it is clarified that such foreclosure will be without prejudice to the Vendor and shall not affect the Vendor in any way if it wishes to bid in future projects of Department of Planning and Development, Govt. of Bihar.

16. FRAUD OR CORRUPT PRACTICES

a. The Bidders shall observe the highest standard of ethics during the Bidding Process and subsequent to the issue of the LOI/WO and during the subsistence of the Agreement. Notwithstanding anything to the contrary contained in this RFP, or in LOI/WO or the Agreement, CIMP/Department of Planning and Development, Govt. of Bihar may reject a bid, withdraw the LOI/WO debar the bidder for a period of one year from participating in the future projects of Department of Planning and Development, Govt. of Bihar or terminate the Agreement, as the case may be without being liable in any manner whatsoever to the Bidder, if it determines that the Bidder has, directly or indirectly or through an agent, engaged in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practices. In such an event, Department of Planning and Development, Govt. of Bihar shall, without prejudice to its any other rights or remedies, forfeit and appropriate the Bid Security or Performance Security as mutually agreed genuine pre- estimated compensation and damages payable to the Authority for, inter alia, time, cost and effort of the Authority, in regard to the RFP, including consideration and evaluation of such Bidders Proposal.

b. Without prejudice to the rights of Department of Planning and Development, Govt. of Bihar under Clause above and the rights and remedies which Department of Planning and Development, Govt. of Bihar may have under the LOI/WO or the Agreement, if a Bidder, is found by the Authority to have directly or indirectly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice during the Selection Process, or after the issue of the LOI/WO or the execution of the Agreement, such Bidder shall not be eligible to participate in any tender or RFP issued by CIMP/ Department of Planning and Development, Govt. of Bihar during a period of from the date such Bidder, is found by Department of Planning and Development, Govt. of Bihar to have directly or through an agent, engaged

or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as the case may be.

c. For the purposes of this Section, the following terms shall have the meaning here in after respectively assigned to them:

- i. “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 tendering and execution of the project;
- ii. “fraudulent practice” means aim is representation or omission of facts or disclosure of incomplete facts, in order to influence the Selection Process;
- iii. “coercive practice” means impairing or harming or threatening to impaired harm, directly or indirectly, any persons or property to influence any person participation or action in the Selection Process;
- iv. “undesirable practice” means
 - (i) establishing contact with any person connected with or employed or engaged by Department of Planning and Development, Government of Bihar with the objective of canvassing, lobbying or in any manner influencing or attempting to influence the Selection Process; or
 - (ii) having a Conflict of Interest; and
- v. “restrictive practice” means forming a cartel or arriving at any understanding or arrangement among Bidders with the objective of restricting or manipulating a full and fair competition in the Selection Process.

17. DISPUTE RESOLUTION

a. The bids and any contract resulting there from shall be governed by and construed according to the Indian Laws.

b. All settlement of disputes or differences whatsoever, arising between the parties out of or in connection to the construction, meaning and operation or effect of this Offer or in the discharge of any obligation arising under this Offer

(whether during the course of execution of the order or after completion and whether before or after termination, abandonment or breach of the Agreement) shall be resolved amicably between Department of Planning and Development, Govt. of Bihar and the vendor's representative.

c. In case of failure to resolve the disputes and differences amicably within 30 days of the receipt of notice by the other party, then the same shall be resolved as follows:

i. Conciliation:- All disputes or differences whatsoever arising between the parties out of or relating to the construction, meaning, scope, operation or effect of this contract or the validity or the breach thereof shall be first settled by way of conciliation and failing which, by way of arbitration in accordance with the Rules of Arbitration of the Indian Council of Arbitration and the award made in pursuance thereof shall be binding on the parties.

ii. The dispute shall be first referred to the Principal Secretary, Department of Planning and Development, Govt. of Bihar for conciliation who shall conduct conciliation proceedings which will be held at Patna, Bihar.

iii. Arbitration: - In case the conciliation proceedings fail, the dispute shall be referred to the arbitration as per the Arbitration Act.

iv. All legal disputes will come under the sole jurisdiction of Patna, Bihar. The venue of the arbitration shall be Patna.

v. The Arbitral award shall be final and binding on both the parties.

vi. Work under the contract shall be continued by the vendor during the arbitration proceedings unless otherwise directed in writing by Department of Planning and Development, Govt. of Bihar unless the matter is such that the work cannot possibly be continued until the decision of the arbitrator is obtained. Save as those which are otherwise explicitly provided in the contract, no payment due, or payable by Department of Planning and Development, Govt. of Bihar, to the vendor shall be withheld on account of the ongoing arbitration proceedings, if any, unless it is the subject matter, or one of the subject matters thereof.

18. EARNEST MONEY DEPOSIT

- a. Bidders shall submit along with their bids, EMD of Rs 7,00,000 (Seven lakh only) through Payment mode (i.e. BG/DD) before last date & time of tender submission and should be valid for 180 days from the due date of the tender/RFP.
- b. In case of submission of EMD via Bank Guarantee, the bidder shall submit the original document at CIMP, Patna latest by the date of bid submission.
- c. Bids submitted without adequate EMD will be liable for rejection.
- d. EMD of all unsuccessful bidders would be refunded by CIMP within 30 days of the bidder being notified as being unsuccessful. The EMD, for the amount mentioned above, of successful bidder would be returned upon submission of Performance Bank Guarantee as per the format provided in Annexure 4.

2. The EMD may be forfeited in case bidder withdraws its bid during the period of bid validity or successful bidder failed to execute the contract. e. Proposals would need to be accompanied by a 'Bid Security' (EMD). The Bid Security shall be kept valid throughout the Proposal Validity Period and would be required to be extended if so required by the Purchaser. f. The bid security of the successful bidder will be returned to the successful bidder on the submission of the Performance Security as specified in the RFP document.

19. RIGHT TO TERMINATE

- a. CIMP may terminate the RFP process at any time and without assigning any reason. CIMP makes no commitments, express or implied, that this process will result in a business transaction with anyone.
- b. This RFP does not constitute an offer by CIMP / Department of Planning and Development, Government of Bihar. The bidder's participation in this process may result in CIMP selecting the bidder to engage towards execution of the contract.

20. RFP DOCUMENT FEES

RFP document can be downloaded from the website www.cimp.ac.in after paying a tender fee of Rs.5000/- and processing fee of Rs.590/-. The fees will have to be paid by DD in favour of CIMP Patna. Proposals received without or with inadequate RFP Document fees shall be rejected.

21. PERFORMANCE BANK DEPOSIT

On receipt of LOI (Letter of Intent) from Department of Planning and Development, Government of Bihar the successful bidder will furnish a bank guarantee by way of performance security, equivalent to 10% of the total contract value defined in this RFP or before this signing of the subsequent contract, typically within 15 days from the notification of LOI, unless specified to the contrary.

In case a successful bidder fails to submit Performance Guarantee within the time stipulated, Department of Planning and Development, Government of Bihar may at its sole discretion cancel the LOI/LOA without giving any notice and encash EMD furnished by the Bidder in addition to any other right available to it under this RFP.

22. VENUE AND SUBMISSION OF PROPOSALS

a. Proposals, in its complete form in all respects as specified in the RFP, must be submitted by courier to

CIMP

Mithapur Institutional Area

Mithapur

Patna -800001

23. 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. The bids submitted by telex/telegram/fax/e-mail etc. shall not be considered. No correspondence will be entertained on this matter. CIMP reserves the right to

modify and amend any of the above-stipulated conditions/criterion depending upon project priorities vis-à-vis urgent commitments.

24. TENDER VALIDITY

The offer submitted by the Bidders should be valid for a minimum period of 180 days from the date of submission of Tender.

25. DELIVERABLES AND TIMELINES

No.	Activity	Time duration
1	Issuance of Work Order (by Planning and Development Department, Government of Bihar)	T₀
2	STAGE 1: INCEPTION REPORT including all the strategy, plan, monitoring, deployment team etc.	T₀+ 15 days
3	STAGE 2: CONCEPT STAGE -Conceptual designs and sketches with layout plans and proposal including preparation of site plans.	T₀+ 15 days
4	STAGE 3: PRELIMINARY DESIGN AND DRAWINGS - Preliminary drawings, layout plans, areas as carved out, circulation, study model, etc., for the Client's approval.	T₀+ 20 days
5	STAGE 4: DRAWINGS FOR CLIENT'S/ APPROVALS - Preparation of detailed drawings necessary for Client's/ approvals.	T₀+ 30 days
6	STAGE 5: CONSTRUCTION /INSTALLATIONS	T₀+ 60 days
7	STAGE 6: GO LIVE	
8	STAGE 7: OPERATION AND MAINTENANCE	T₀+60 days+ 3 years

T₀ - Date of Issue of Letter of Award

Note:

Sufficient manpower (3 in-house resources to be deployed by bidder for day-to-day activities, regular supervision of works and monitoring of site during execution and maintenance.) (1 team leader, 1 data Visualiser/ Analyst and 1 person for technical and operational support)

Exit Management: Knowledge transfer should be done before completion of project (at least 2 months prior to the completion)

26. ANNEXURES

26.1 Annexure 1: Checklist for Submission of Response to RFP (Technical Bid Documents)

The bidders are expected to respond to the RFP using the Annexures given in this section and all documents supporting Technical Evaluation Criteria.

Technical Proposal shall comprise of following Annexures

Below table summarises the list of mandatory documents to be submitted mandatorily with Prequalification.

S. No.	Documents to be submitted	Provided
1.	Bid Security Declaration	Yes/No
2.	Eligibility/pre-qualification Bid	Yes/No
3.	Technical Bid	Yes/No
4.	Bid signed and stamped by authorised signatory on all pages	Yes/No
5.	Financial Bid	Yes/No

Note: All documents including annexures must be properly marked, signed and sealed and placed in the above mentioned order.

We have not masked any document in the proposal document.

SIGNATURE –

Authorised Signatory

Date:

Full name and designation and, Contact details (Seal of organisation)

26.2 Annexure 2: Checklist for Submission of Response to RFP & Particulars of Bidder

To,
The Tender Evaluation Committee
CIMP

Dear Sir,

1) Having examined the RFP including all Annexures, Forms and Appendices, the receipt of which is hereby duly acknowledged; we, the undersigned qualify the eligibility criteria and offer to provide the services as mentioned in the "Request for Proposal" and the other schedules of requirements and services for Bihar Planning Department in conformity with this RFP.

Sr. No.	Particulars	Details
1	Name of Bidder	
2	Registered Address	
3	Website address	
4	Nature of entity (partnership/private/ public etc.)	
5	Name of Partners/ Directors	
6	Date of Incorporation	

**Selection of Agency to Execute Strategy Room / Digital Experience Centre at Department of Planning and Development,
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7	Details of authorised contact person	
8	Name	
9	Designation	
10	Telephone no.(s)	
11	Mobile no.	
12	Email Address	
13	Fax no.	
14	Permanent Account Number (PAN)	
15.	Goods and Services Tax (GST)	
16.	Name of the Registration Authority / Registration No. and Year of Registration	
17.	Company's Revenue for last 3 years (Year wise).	
18.	Company's Revenue for last 3 years (Year wise)	

19.	Company's Profitability for the last 3 years (Year wise)	
20.	Quality Certificate/s (ISO 9001/SEI CMMI) and its validity (If available)	

2) We confirm that the corrigendum(s) issued from time to time by CIMP have also been taken into consideration, while submitting this undertaking letter.

3) We confirm that we have the in-house capabilities to complete the assignment mentioned under this RFP on our own and not through any associate.

4) We confirm that we have the technical capabilities to deliver all the requirements of the above mentioned RFP.

5) We hereby certify that we have provided all the information requested by CIMP in the format requested for. The information provided is correct and true to the best of our knowledge. In case at any stage, it is found that the information given by us is false/not correct or in a different format, CIMP shall have the absolute right to take any action as deemed fit without any prior intimation to us.

6) We agree to abide by the terms of this Tender from the date fixed for receiving the same or agreed extended period and it shall remain binding upon us and may be accepted at any time before the expiry of the period.

7) If our Proposal is accepted, we undertake to complete and deliver the whole of the works comprised in the RFP; comply with the delivery schedule as mentioned in the RFP and agree to abide by the General Terms and Conditions.

8) We agree to abide by this Financial Proposal for 180 days from the date of the submission of proposal and our Offer shall remain binding on us and may be accepted by CIMP any time before expiry of the offer.

9) Unless and until a formal Work order is executed, this Tender together with our written acceptance thereof shall constitute binding Terms and Conditions between Department of Planning and Development, Government of Bihar and us.

10) We understand that the Request for Proposal (RFP) does not commit CIMP/Department of Planning and Development, Govt. of Bihar to reimburse the Bidder for any costs incurred in submission of this proposal. All statements in this RFP and any pre-contract negotiations, understandings and agreements resulting from this RFP are preliminary; consequently, CIMP/Department of Planning and Development, Government of Bihar has no obligation to us until a written contract is executed.

11) We agree that CIMP is not bound to accept the lowest or any Bid CIMP may receive.

12) We understand that CIMP has the right, without assigning reasons thereof, to

i) Reject, amend, and modify any condition contained in the RFP.

ii) Terminate this RFP.

iii) Negotiate with one or more Participants.

iv) Not award the assignment to any of the Participants and/or recommence the entire process.

v) Contract with one or more Participants for any reasons whatsoever.

vi) Modify the requirements and terms of this RFP and request revised proposals from some or all of the Participants.

Signature of Authorised Person of Bidder

Full Name & Designation of Authorised Person

Date:

Seal of Bidder

26.3 Annexure 3: Undertaking on Total Responsibility

Tender Ref.

Date:

To,

The Director

CIMP

Patna, Bihar

Sub: Self certificate regarding Total Responsibility

Dear Sir,

This is to certify that we undertake total responsibility for Execution of Strategy Room / Digital Experience Centre at Department of Planning and Development, Government of Bihar as per the requirements, terms, and conditions of the RFP.

We undertake total responsibility the successful and defect free operation of the proposed Project, as per the requirements and terms and condition of the RFP.

We declare that we as a Firm won't be form any Consortium / Joint venture with any firm & Subcontract in any form to any other company without Permission of Competent Authority of Department of Planning and Development, Government of Bihar.

We also comply to the Office Memorandum Rule 144 (xi) in the General Finance Rules (GFR)- 2017 bearing reference number F.No. 6/18/2019-PPD dated 23 July 2020 or latest, by the Public Procurement Division, Department of Expenditure, Ministry of Finance.

Thanking you,

Yours faithfully

(Signature of the Authorized signatory of the Bidding Organization)

Name:

Designation Date:

Seal:

Business Address:

26.4 Annexure 4: Performance Bank Guarantee Format

Bank Guarantee No.:

To,

The Director

Chandragupt Institute of Management Patna

Date:

Re.: Bank Guarantee for PERFORMANCE

Whereas, <name of the supplier>(hereinafter called “the bidder”) has undertaken, in pursuance of contract no. <Insert Contract No.> dated <Insert Date> to provide Implementation services for Execution of Strategy Room /Digital Experience Centre to Planning and Development Department, Government of Bihar (hereinafter called “the beneficiary”).

And whereas it has been stipulated by in the said contract that the bidder shall furnish you with a bank guarantee by a recognized bank for the sum specified therein as security for compliance with its obligations in accordance with the contract.

And whereas we <**Name of Bank**>, a banking company incorporated and having its head /registered office at < **Address of Registered Office**> and having one of its office at <**Address of Local Office**> have agreed to give the supplier such a bank guarantee.

Now, therefore, we hereby affirm that we are guarantors and responsible to you, on behalf of the supplier, up to a total of **Rs. <Insert Value in figures>(Rupees <Insert Value in Words> only)** and we undertake to pay you, upon your first written demand declaring the supplier to be in default under the contract and without cavil or argument, any sum or sums within the limits of Rs. <**Insert**

Value in figures>(Rupees <Insert Value in Words> (Rupees only) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the bidder before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed there under or of any of the contract documents which may be made between you and the Bidder shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

This Guarantee shall be valid until <Insert Date>
Not with standing anything contained herein:

I Our liability under this bank guarantee shall not exceed Rs. **<Insert Value in figures>(Rupees <Insert Value in Words>** (Rupees only)

II. This bank guarantee shall be valid up to <Insert Date>. It is condition of our liability for payment of the guaranteed amount or any part thereof arising under this bank guarantee that we receive a valid written claim or demand for payment under this bank guarantee on or before <Insert Expiry Date> failing which our liability under the guarantee will automatically cease.

At, this For

Bank Ltd.

Branch

Authorised Signatory

26.5 Annexure 5: Declaration: Not penalized or Found Guilty in any Court of Law

DECLARATION-CUM-CERTIFICATE

TO WHOMSOEVER IT MAY CONCERN

This is to certify that the (name of consulting firm/company) or any successor has not been penalised or found guilty in any court of law and the (firm/company) or any successor has not been blacklisted/debarred by any Central Government Ministry/State Government/any other regulatory authority as under:

Prevention of Corruption Act, 1988 in last three years from the date of bid submission, The Bhartiya Nyay Samhita or any other law for the time being in force, for causing any loss of life or property or causing a threat to public health as a part of execution of a public procurement contract in last two years from the date of bid submission.

Further, this is to certify that (name of consulting firm/company) or any successor does not have any legal, civil, criminal, taxation, and other cases pending against it that may have any impact affecting or compromising the delivery of services required.

Signature: Name: Designation:

Date:

Seal of the Organization

26.6 Annexure 6: Declaration: Turnover

(Endorsed by Authorized Chartered Accountant/Company Secretary)

DECLARATION-CUM-CERTIFICATE

TO WHOMSOEVER IT MAY CONCERN

This is to certify that (Name of Bidder) has not defaulted under any of the contracts which they have entered with any other organization within the jurisdiction of India.

Items	2021-22	2022-23	2023-24
The Profit in the financial year was positive.	Yes/No	Yes/No	Yes/No
The Turnover was (In INR and Crore).			

Average Turnover is In INR and Crore)	
---------------------------------------	--

Name:

Designation:

Date:

Seal

26.7 Annexure 7: Bid Security Declaration

To,
The Director
CIMP
Patna

Whereas <<Name of the Bidder>> (hereinafter called 'the Bidder') has submitted the bid for submission of RFP <<RFP Number for <<Name of the assignment>> (hereinafter called "the Bid") to Bihar Planning Department (hereinafter called 'the Purchaser').

I/We, hereby, accept that I/We will not withdraw or modify our bid during the bid validity period (180 days from submission date). I/We understand that on violation of this declaration, I/We may be penalised with suspension for participation in future for a period of up to one year.

(Authorized Signatory/ies of the Bidding Agency)

Seal:

Date:

26.8 Annexure 8: People Resources

(On letterhead of the Bidder duly stamped and signed)

DECLARATION-CUM-CERTIFICATE

TO WHOMSOEVER IT MAY CONCERN

This is to certify that (name of Bidder) has the resources with required expertise & qualification, as under:

Sr.	Name of the Personnel	Designation (as per Eligibility criteria) with Area of Expertise	Contact Details email and mobile	On agency payroll
1 .				(Yes/No)
2 .				(Yes/No)
N				(Yes/No)

The above Names, Designations and Addresses with contacts have been checked and found true. If the client requests for additional details about the professionals above at any time we agree to provide the same.

Signature:

Name:

Designation:

Date:

26.9 Annexure 9: Non Blacklisting Declaration

Non-Blacklisting Declaration (On the Letterhead of the Bidder)

To,
The Tender Evaluation Committee
CIMP
Patna

Sub: Self Declaration of not been blacklisted in response to the RFP
<GOB/DPD/CIMP/2024/SR/01>

Dear Sir,

In response to tender under reference, I/ We hereby declare that that our company<Insert Company Name>, is not blacklisted in any manner whatsoever by any of the State/UT and/or central government / Autonomous Bodies, Academic Institutions and Commercial Organizations in India on any ground including but not limited to indulgence in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice as on date of bid submission.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken, my/ our EMD may be forfeited in full and the tender if any to the extent accepted may be cancelled.

Place:

Bidder's Company Seal:

Authorized Signatory's Signature:

Authorized Signatory's Name and Designation:

26.10 Annexure 10: Format for Affidavit

Format for Affidavit

AFFIDAVIT UNDERTAKING REGARDING GENUINENESS OF DOCUMENTS

(On Non-Judicial Stamp Paper of RS 100/-)

I/We.....Partner/Director/Legal Attorney/Accredited
Representative of M/s.solemnly declare that:

1. I/We are submitting Tender for the workagainst
Tender No.

2. All information furnished by us in respect of fulfillment of eligibility criteria
and qualification information of this Tender is complete, correct and true.

3. All documents/credentials submitted along with this Tender are genuine,
authentic, true and valid.

4. If it is found at any point of time that our documents are not genuine then in
that case our tender will be rejected, earnest money deposited by us will be
forfeited and we will be debarred from participating in further/future tenders
and/or any action as deemed fit by Department of Planning and Development,
Government of Bihar may be taken against us, including termination of the
contract, forfeiture of all dues including Earnest Money / Security deposit and
banning/delisting of our entity and all related persons etc.

5. I/We on behalf of...(Name of the Agency) do hereby
affirm and undertake that we have carefully read and understood the whole
tender documents and will unconditionally abide by all the terms and conditions
as given in the above mentioned RFP.

SIGNATURE OF THE BIDDER WITH SEAL Dated

26.11 Annexure 11: Format of Experience Certificate

Contract No./Supply order No.	Name of the Client	Description of work	Qty Supplied	Value of Contract (Rs. In Lakhs)	Date of issue of work order	Stipulated period of completion	Actual date of completion

26.11 Annexure 11 A: Bidder Turnover

Bidder Turnover

Name of the Bidder		
Heading 1	Sub-Heading	
Financial Capability	Overall turnover for 2021-22 & 2022-23 & 2023-24 (in INR crores)	
	Profit for 2021-22 & 2022-23 & 2023-24 (in INR crores)	
	Net Worth as on March 31, 2024 (in INR crores)	
* List of the Projects	1.	
	2.	
	3.	
	4.	

Please submit CA Certification IT/ITES Business Turnover and Net Worth. Also attach the Auditor Certified financial statements for the last three financial years; 2021-22 & 2022-23 & 2023-24.

*Bidder may use any other format against the above details, but that must have the information as mentioned above.

26.12 Annexure 12: Undertaking of Service Level Compliance

Undertaking of Service Level Compliance (On Company Letter Head)

Tender Ref.

Date:

To,
The Tender Evaluation Committee
CIMP
Patna, Bihar

Sub: Undertaking on Service Level Compliance

Dear Sir,

1. I/We as Implementing Agency do hereby undertake that we shall monitor, maintain, and comply with the service levels stated in the RFP to provide quality service to Department of Planning and Development, Government of Bihar.

2. However, if the proposed resources and components are found to be insufficient in meeting the RFP and/or the service level requirements given by Department of Planning and Development, Government of Bihar, then we will augment the same without any additional cost to Department of Planning and Development, Government of Bihar.

Yours faithfully,

(Signature of the Authorized signatory of the Bidding

Organization Name:

Designation:

Date Seal:

Business Address:

26.13 Annexure 13: Warranty Certificate

Warranty Certificate (On the Letter Head of the Company)

Tender Ref:

Date:

To

The Principal Secretary
Department of Planning and Development
Government of Bihar

Sub: Warranty Certificate

Sir

We warrant that the equipment(s) supplied under the contract would be newly manufactured, free from all encumbrances, defects and faults in material or workmanship or manufacture, shall be of the highest grade and quality, shall be consistent with the established and generally accepted standards for materials of the type ordered, shall be in full conformity with the specifications, drawings of samples, if any, and shall operate as designed. We shall be fully responsible for its efficient and effective operation. We also warrant that the services provided under the contract shall be as per the Service Level Agreement (SLA) with Department of Planning and Development, Government of Bihar. This warranty shall survive inspection of and payment for, and acceptance of the Equipment and Services and shall expire only after 3 years after their successful installation and acceptance by Department of Planning and Development, Government of Bihar. We warrant that all services to be provided under the contract shall be as per our Service Level Agreement (SLA) with Department of Planning and Development, Government of Bihar. This warranty on services provided shall remain valid for the entire duration of the services contract from the date of acceptance by Department of Planning and Development, Government of Bihar. The obligations under the warranty expressed above shall include all costs relating to labour, tools, spares, maintenance (preventive as well as unscheduled), and transport charges from site to manufacturer's works / service facilities and back for repair or modification or replacement at site of the equipment or any part of the equipment, which under normal care and proper use and maintenance proves defective in design, material or workmanship or fails to operate effectively and efficiently or conform to the specifications and for which notice is promptly given

by Department of Planning and Development, Government of Bihar to us (bidder). We shall provide on-site support for all the equipment and services supplied hereunder during the period of this warranty (3 years after acceptance for equipment and entire service period for services).

Authorized Signatory

Name:

Designation:

Seal:

26.14 Annexure 14: Letter of Financial Proposal

To,
The Tender Evaluation Committee
CIMP
Patna, Bihar

Subject: Submission of financial proposal against Selection of Agency for Execution of Strategy Room / Digital Experience Centre at Department of Planning and Development, Government of Bihar

Dear Sir/Madam,

We, the undersigned, offer to provide < Hardware supply & related services > to the Department of Planning and Development, Government of Bihar on your Request for Proposal dated and our Proposal.

We are hereby submitting our Proposal which includes this technical bid and the Financial Bid.

We hereby declare that all the information and statements made in this technical bid are true and accept that any misinterpretation contained in it may lead to our disqualification. We undertake, if our Proposal is accepted, to initiate the Implementation services related to the assignment not later than the date indicated in RFP. We agree to abide by all the terms and conditions of the RFP document. We would hold the terms of our bid valid for 180 days as stipulated in the RFP document.

Details of Demand Draft submitted towards Cost of Bid	Details EMD in the form of Demand Draft or bank Guarantee submitted

Name of Firm/Company:.....

Address of Firm/Company:.....

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

Yours sincerely,

Authorized Signature [In full and initials]:

Name and Title of Signatory:

Location:.....Date:.....

26.15 Annexure 15: Bank Guarantee for Earnest Money Deposit

To,
The Principal Secretary
Department of Planning and Development
Government of Bihar
Patna, Bihar

Whereas <Name of the bidder> (hereinafter called 'the Bidder') has submitted the bid for Submission of RFP # <RFP Number> dated <Date> for <Name of the assignment> (hereinafter called "the Bid") to Planning and Development Department, Government of Bihar Know all Men by these presents that we < > having our office at <Address> (hereinafter called "the Bank") are bound unto BIPARD (hereinafter called "the Purchaser") in the sum of Rs.

<Amount in figures> (Rupees <Amount in words> only) for which payment will and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns by these presents. Sealed with the Common Seal of the said Bank this <Date>

The conditions of this obligation are:

1. If the Bidder having its bid withdrawn during the period of bid validity specified by the Bidder on the Bid Form; or
2. If the Bidder, having been notified of the acceptance of its bid by the Purchaser during the period of validity of bid
 - (a) Withdraws his participation from the bid during the period of validity of bid document; or
 - (b) Fails or refuses to participate in the subsequent Tender process after having been short listed;

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

This guarantee will remain in force up to <insert date> and including <extra time over and above mandated in the RFP> from the last date of submission and any demand in respect thereof should reach the Bank not later than the above date.

NOTWITHSTANDING ANYTHING CONTAINED HEREIN:

I. Our liability under this Bank Guarantee shall not exceed Rs. <Amount in figures> (Rupees <Amount in words> only)

II. This Bank Guarantee shall be valid upto <insert date>)

III. It is condition of our liability for payment of the guaranteed amount or any part thereof arising under this Bank Guarantee that we receive a valid written claim or demand for payment under this Bank Guarantee on or before <insert date>) failing which our liability under the guarantee will automatically cease.

(Authorized Signatory of the Bank)

Seal:

Date:

26.16 Annexure 16: Total Cost

CATEGORY	DESCRIPTION	Amount (In Rs.)
CONTENT	Content Production for all installations- --Development and Text for UI --Data Analytics, Visualisation of provided data --Video Composition including script, audio and video --2D Animation including script, audio and video --3D Animation including script, audio and video --Text for static graphics --Video/Graphic assets for all Interactive software's This shall include all content to be developed till the completion of project. This will not include further new content to be developed during Operation & Maintenance.	
DRAWING	Good for Construction Drawings for all fitout, technology, etc	
ELECTRICAL & MECHANICAL	To Complete installation and commissioning of all the zones in totality required electrical works should be provided by bidder. Like Sockets, Cables, Connectors, Plug Points, Switches, Conduits. as per site condition, no additional payment will be done for electrical works.	
FITOUT	Providing and Fixing items like display boxes, cases, counters, kiosks, chairs, seating etc. complete as per specifications and approved drawings.	
TECH	SITC of Touch TVs, LFDs, Touch Tables, CPUs, and other required hardwares etc. complete as per specifications and approved scheme.	
SOFTWARE	Supply, Testing and Commissioning of the software as per intent and end use to supporting the comprehensive functionality of a sophisticated data visualization and integration platform tailored for immersive experiences and seamless collaboration.	
OPERATION AND MAINTENANCE	Operation and Maintenance of all the hardware, software, fitouts and other related facilities for 3 persons and content updation etc. as required for mentioned period.	
SUB TOTAL		
GST AT 18%		
TOTAL		

26.17 Annexure 17: Checklist for the Documents

(Below is a tentative /indicative list and bidder should add any other document which is required as per the RFP)

Sl. No.	Documents to be submitted	Submitted (Y / N)	Documentary Proof (Page No.)
1.	Bid Covering Letter		
2.	Power of attorney / board resolution to the authorized Signatory of the Bid		
3.	EMD of Rs. 7,00,000/-		
4.	Copy of Certificate of Incorporation		
5.	Copy of Audited Balance Sheet for last 3 years		
6.	Copy of the audited Profit & Loss Statements for each of the last 3 financial years		
7.	Certificate from the Chartered Accountant towards net worth of the company as on 31/03/2024		
8.	Certificate from the Chartered Accountant towards Revenue of the firm from IT & ITES related business from last 3 financial years		
9.	Certified copies of valid PAN documents		
10.	Annexures for Technical Bid and Financial Bid		
11.	ESIC and EPFO with valid registration number (If Available)		
12.	CA certificate with valid UDIN NO		
13.	Relevant Work Orders		
14.	Technical Catalogue of the quoted make/model from OEM		
15.	Copy of Relevant Certification		

