

Mukhya Mantri Laghu & Kutir Udhyaam Vikas Board

Letter No. 072/

Date 07-09-17

NOTICE INVITING QUOTATION

For PMU Setup at Mukhya Mantri Laghu Kutir Udhyaam Vikas Board

Mukhya Mantri Laghu Kutir Udhyaam Vikas Board invites quotation from reputed firms for setting up PMU with technical Manpower for handling application support, Hardware Support, networking support and preparing MIS and support to the administrative and operational staff at Mukhya Mantri Laghu Kutir Udhyaam Vikas Board head office situated at DIC Campus, Ratu Road, Ranchi, Jharkhand.

Scope of Work

S/no	Position Name	Quantity
1	System Administrator	1
2	Application & Server Administrator	1
3	Hardware engineer cum network support Engineer	1
4	Data Entry Operator	2

S N	Position	No of Resources	Experience	Resource on bidder's payroll
1	Project Manager cum System Administrator	1	<ul style="list-style-type: none">• B.E/ B.Tech/ MCA or higher degree in IT with PMP or Prince2 certified• Having at least 10 years of post qualification relevant work experience in design and development of customized IT applications• 5+ years of project management experience Working through the design, development, release (SDLC) cycle delivering software application projects & should have managed the projects in following technologies:<ul style="list-style-type: none">o RDBMS (SQL, Oracle, My SQL, Postgress SQL etc)o Web Technology: J2EE /Advanced Java/Microsoft .Net/Sharepoint etco ERPo Supply Chain Managemento Hardware supporto Server networking Portal• Must have good understanding of Government Processes and Domain experience will be preferred	Mandatory

2	Application and Server administrator	1	BE/B.Tech/MCA with minimum 5 Years of working experience as application and system administrator	Mandatory
3	Hardware engineer cum network support Engineer	1	<ul style="list-style-type: none"> • Any Graduation with minimum 4 Years of experience in managing helpdesk or handling similar profiles in providing IT related services • Diploma/ certificate course confirming computer/IT literacy (eg. RSCIT) • Proficiency in Hindi and English Computer Typing 	
4	Data Entry Operator	2	<ul style="list-style-type: none"> • Graduate • Diploma/ certificate course confirming computer/IT literacy (eg. RSCIT, ADCA, DCA) • Proficiency in Hindi and English Computer Typing 	
Total Resources		5		

Terms and Conditions

1. The interested vendor should quote the price (without cutting, over writing) excluding all the applicable taxes.
2. Quotation submitted with an adjustable price quotation or conditional proposal shall be rejected as non-responsive.
3. The vendor should not involve in any fraudulent practices and have not been blacklisted in last three years from date of publication of this notification in any State Govt. and PSU organization. An undertaking in this regard must be submitted with the quotation.
4. The vendor should have work experience in relevant field and should have executed at least two order value of 30 lakh or more (Documents to be attached during submission of quotation).
5. The vendor must have annual turnover of 1 cr in last three financial years.
6. Should be Private limited Company registered under Companies Act . Company Registration Certificate and Goods and Service Tax Registration Certificate should be attached. GSTN is mandatory.
7. Mukhya Mantri Laghu Kutir Udhyaam Vikas Board reserves the right to accept or reject any quotation in full or part or to suspend this process or reject all the quotations or part at any point of time prior to award of contract/order, without thereby incurring any liability to affected vendors on the ground of the purchaser inaction.
8. The above scope of work is estimated at cost of 3.5 lakhs per month .
9. Earnest money of Rs 35000/- shall be submitted in Demand draft in favour of Chief Minister Small & Cottage Enterprises Development Board.

10. Payment terms and conditions:

- A pre-receipted bill (three copies) in the name of Mukhya Mantri Laghu Kutir Udhyaam Vikas Board , along with a certificate of satisfactory performance (Monthly performance report) from Mukhya Mantri Laghu Kutir Udhyaam Vikas Board / User project coordinator for the project will have to be submitted for each of the hired manpower resource as mentioned in the work order issued to the agency.
- An invoice will contain the items/resources, ordered under one Work order only. Bill / Invoice shall not be combined for more than one work order.

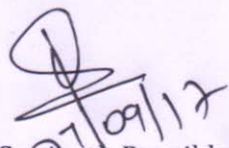
- Payments shall be subject to deductions of any amount for which the vendor is liable under the empanelment or tender conditions. Further, all payments shall be made subject to deduction of TDS (Tax deduction at Source) as per the current Income-Tax Act.
- Payments will be made at the end of each month for the period of engagement.
- All payments will be made through cheque/ demand draft only.
- In case the submission of bills to Mukhya Mantri Laghu Kutir Udhyam Vikas Board , along with the necessary documents i.e. Performance Reports etc., is delayed by the Vendor/Agency beyond 30 days from the date of issue of Performance Report / Milestone Completion Report etc., the entire liability towards payment of interest/penalty to the tax authorities would be on the cost of respective Vendor/Agency so that Mukhya Mantri Laghu Kutir Udhyam Vikas Board is not burdened unnecessarily with this amount. The entire amount will be deducted from the payment due to respective Vendor/Agency.

11. **Penalty:** Work should be completed within 10 days from the date of receipt of LOI. Delay of work will impose a daily penalty (for those records which are not digitized till the allotted period) of 10% of quoted price against each record with a ceiling of BG value. Verification of records will be done by departmental officer, Weights and Measures Division, Goj; delay of work due to verification process will not impose any penalty to the successful vendor.
12. The rate quoted will be exclusive of all taxes with a validity of three year from the date of issuance of LOI.
13. Applicable taxes/TDS will be deducted at source.
14. Last date & time for submission of Quotations is 15.09.2017 by 05:00 pm
15. Date & time of opening of quotation is 19/09/2017 by 4:00 pm.
16. All legal disputes are subject to the jurisdiction of Ranchi courts only.
17. Selection will be based on least cost (L1) basis and on the technical qualification and Experience.
18. **Bidder is to quote rate per man power for each type of position. L1 will be decided on total cost for total estimated work.**

BOQ:

Sl. No	Position Name	Quantity	Price (Rs.)
1	Project Manager cum System Administrator	1	
2	Application & Server Administrator	1	
3	Hardware engineer cum network support Engineer	1	
4	Data Entry Operator	2	
Total Price:			

Interested bidder should apply in sealed envelope with rate to the undersigned within the specified time.


 Renu Gopinath Pancikker
 (Chief Executive Officer),
 Mukhya Mantri Laghu Kutir
 Udhyam Vikas Board