

Government of Bihar
Animal & Fisheries Resource Department
Bihar Livestock Development Agency
P.O.- Bihar Veterinary College Campus, Patna-800014, BIHAR

Short Time Notice Regarding RFP for "Online / Offline Data Entry Services"

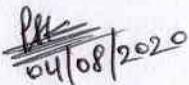
Sealed Short time Tenders/RFP are invited by **Bihar Livestock Development Agency, P.O. Bihar Veterinary College Campus, Patna-800014**, from experienced capable & interested Agencies/ Contractors / Company / Firm / System Integrator / IT Company for "ONLINE / OFFLINE DATA ENTRY SERVICES" as per the following terms:-

IMPORTANT INFORMATION

Non-Refundable Tender Cost	Rs.1,000/- Demand Draft from a scheduled bank, Drawn in favour of "Project Director, Bihar Livestock Development Agency Payable at Patna attached with technical BID.
EMD	EMD Rs. 11,55,890/- (Eleven Lakh Fifty Five Thousand Eight Hundred Ninty only), In the form of Demand Draft in favor of "Project Director, Bihar Livestock Development Agency" Payable at SBI Bihar veterinary collage campus, Patna-14.
Prebid Meeting	14.08.2020 till 13:00Hrs
Lastdate for submission of Bids	24.08.2020 till 13:00Hrs
Opening of Pre-Qualification cum Technical Bids	24.08.2020 At 15:00Hrs
Tender document shall be downloaded	www.ahd.bih.nic.in


4/8/2020

PROJECT DIRECTOR
Bihar Livestock Development Agency, Patna.


04/08/2020

1. Introduction

The objective of this document is to solicit proposals from Service Provider (SP) for Digitization of Animal Records of Govt. of Bihar in Information Network For Animal Productivity And Health (INAPH) software as per the scope of work defined in this RFP. This document spells out the bidding terms, bid evaluation process, payment schedule, delivery schedule, scope of work, Service Level etc.

2. Basic Information

2.1 BLDA invites responses ("Short time Tenders") to this Request for Proposals ("RFP") from Service Providers for Digitization of Animal Records of Govt. of Bihar as described in this RFP. The detailed Scope of work is elaborated in this RFP. Subcontracting of any part of the Scope of Work or the entire Scope of Work is strictly prohibited.

- a) Proposals must be received not later than time, date and venue mentioned in the Tender Notification Table. Proposals that are received late will not be considered in this procurement process.
- b) BLDA will award the Contract to the successful bidder whose proposal has been determined as the best value proposal based on Technical and Financial evaluation criteria and accepted by the Tender Accepting Authority.

3. Scope of Work

The entire Scope of Work involves data digitization of animal records of GoB. The Service Provider(SP) shall carry out the following activities as part of data digitization.

- 3.1. Digitization of tentative 2,31,17,774 animal data after Ear tagging, located at all 38 District level of Bihar state for registration using the INAPH software for Data Entry and Digitization to be supplied by District Animal husbandry Officer Office.
- 3.2. The Service Provider shall bring all the requisite equipment (PCs / Laptop/UPS/Anti-Virus,etc), High speed internet, infrastructure and manpower(Data Entry Operator/Supervisor) for this work at district level and shall take them back once the activity is complete.
- 3.3 The Service Provider should ensure 100% clarity and accuracy in documents being digitized. The Digitized Document should be error free.
- 3.4 Entry of Data from filled-in-schedule software for the State of Bihar pertaining to a project under the Govt. of India. Numbers and words will have to be entered in English. The Schedule forms will be in Hindi /English. The data entry screen of schedules is given in the **Annexure: VIII**.
- 3.5 The Service Provider will inform the local representative of District Animal Husbandry Officer (D.A.H.O.) about the data entry of ear tagging done by the concerned vaccinator to observe the any mistake done in data entry. The local representative of DAHO will check through his logging on MIS at excel sheet and will point out the mistake to the service provider in soft copy and service provider will correct the mistakes on INAPH.

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3.6 To collect corrections advices provided by the Department Officials from the representative of concerned district D.A.H.O. and incorporate the corrections in the relevant data file.

3.7 To continue the process till the data is completely error free as certified by concerned district D.A.H.O.

3.8 The Agency shall be responsible for entry of the Documents at their own cost which are received by staff & officials of DAHO/representative of DAHO and the documents would have to be returned at the same office after completion of work at their own cost.

3.9 The estimated total number of entry format/document would be as per below:

State	*Estimated no. of entry format / document	Format of schedule	Remarks
Bihar	Primarily 2,31,17,774 in large domestic animals which may be increase or decrease according to actual Ear tagging in animals. Government may take decision to eartag the small domestic animal also accordingly total number will increase.	Format & data in Hindi or English	District wise no. of data entry schedules is given in the Annexure: VII.

4. Tendering Process

Bidder shall submit the pre-qualification cum Technical details and financial bid at following address:

**Office of The Project Director,
Bihar Livestock Development Agency,
P.O- B. V. College,
Patna- 800014.**

Bidder shall submit separate pre-qualification cum Technical bid and financial bid.

5. Objective of this RFP Document

The Request for Proposal (RFP) document is purely for the selection of Agency for "RFP for online/offline data entry services for Animal Husbandry department.

6. Instructions

- i. Tenders should be fully in accordance with the requirements of the specified in this RFP.
- ii. All offers should be made in English. Conditional offers and offers qualified by such vague and indefinite expression such as "Subject to immediate acceptance", "Subject to prior sale" etc. will not be considered.
- iii. The Price and conditions of the offer should be valid for at least a period of 120 days from the Date of tender opening. Quotations/ Bids with validity of less than 120 days may be rejected.
- iv. Submitted Tender forms, with overwritten or erased or illegible rate or rates not shown in figures and words in English, will be liable

for rejection. In case of discrepancy between words and figures noted against each items of the tender and between unit rates and the total amount, the decision of the tender issuing authority " The Project Director, Bihar Livestock Development Agency, Patna" will be final and binding on the bidders.

- v. The bidder shall make its own arrangements, for "RFP for online/offline data entry services for animal husbandry department.
- vi. While tenders are under consideration, bidders and their representatives or other interested parties, are advised to refrain from contacting by any means Purchaser's personnel or representatives, on matters relating to the tenders under study. The Project Director, Bihar Livestock Development Agency, Patna, if necessary will obtain clarification on tenders by requesting such information from any or all the bidders either in writing or through personal contact as may be necessary. The bidder will not be permitted to change the substance of his offer after the tenders have been received in " The Project Director, Bihar Livestock Development Agency, Patna". Any attempt by any bidder to bring pressure of any kind, may disqualify the bidder for the present tender and the bidder may be liable to be debarred from bidding for Bihar Livestock Development Agency, Patna.
- vii. "Agreement" means the Agreement to be signed between the successful bidder and "The Project Director, Bihar Livestock Development Agency, Patna " including all attachments, appendices, all documents incorporated by reference thereto together with any subsequent modifications, the RFP, the bid offer, the acceptance and all related correspondences, clarifications, presentations.
- viii. "LOI" means issuing of Letter of Intent which shall constitute the intention of the Tendered to place the Purchase Order with the successful bidder.
- ix. "Proposal" means Pre-qualification cum Technical Proposal and Financial Proposal.
- x. "Request for Proposal (RFP)", means the detailed notification seeking a set of solution(s), services {s), materials and/or any combination of them.
- xi. "Service" means provision of Contracted service viz., operation, maintenance and associated services for the NIT as per this RFP.
- xii. "Termination Notice" means the written notice of termination of Agreement issued by one Party to the other in terms hereof.
- xiii. SLA: Service Level agreement between Bihar Livestock Development Agency, Patna and the Vendor of the project.
- xiv. For all the parts/controller cards/devices, the make and model should be mentioned in the Pre-qualification cum technical bid with complete details.
- xv. All disputes are subject to jurisdiction of Patna High Court only.

7. General Terms and Conditions

Note: Bidders should read these conditions carefully and comply strictly while submitting their tenders.

1. Items under the contract:

The detailed Technical Specifications of the Systems proposed are given in the Technical Bid Section.

II. **Opening and Validity of the Bids:**

The bids will be opened on scheduled date and time even in case of absence of the bidders. Financial bid should be valid for a minimum period of 120 days from the date of tender opening for placing the initial order.

III. **Period of contract:**

The work against the tender is for 06 months requirement & the terms & conditions of this tender shall be operative for a period of 06 months from the date of signing of agreement between the Office & the contractor. The period can be extended by another 3 months or till the new tender is finalized, whichever is earlier with the same terms and conditions with satisfactory work on mutual consent.

IV. **Responsibilities of Vendors:**

The vendor will be responsible for service support during the contract period and the same shall be discharged through own service engineer/Authorized Service Engineer of the vendor.

- V. Bihar Livestock Development Agency, Patna reserves the right to reject any or all the tenders without assigning any reason whatsoever. Bihar Livestock Development Agency, Patna would not be under obligation to give any clarification to such rejected tenders. Bihar Livestock Development Agency, Patna may decide not to give work order even after opening the bids.

8. **Local Conditions**

- a. Each Bidder is expected to fully get acquainted with the local conditions and factors, which would have any effect on the performance of the contract and /or the cost.
- b. The Bidder is expected to know all conditions and factors, which may have any effect on the execution of the contract after issue of letter of Award as described in the bidding documents. The Tendered shall not entertain any request for clarification from the Bidder regarding such local conditions.
- c. It is the Bidder's responsibility that such factors have properly been investigated and considered while submitting the bid proposals and no claim whatsoever including those for financial adjustment to the contract awarded under the bidding documents will be entertained by the Tendered. Neither any change in the time schedule of the contract nor any financial adjustments arising thereof shall be permitted by the Tender on account of failure of the Bidder to know the local laws / conditions.

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9. Eligibility Criteria (Pre-Qualification cum Technical)

Bidder has to submit proof in pre-qualification criteria for following conditions:

- The bidder should be a Agencies/ Contractors / Company / Firm / System Integrator / IT Company for participation in this Tender but not consortium.
- The bidder should be registered in Bihar Shop & Establishment act 1953 and Small Scale Industry, Bihar from 3 (three) Years.
- The bidder must have experience of completed project minimum 25 Lakh online/offline data entry of Information Technology in Bihar for last 3 (three) years.
- The bidder should have minimum average annual turnover of INR 03 Crore or above in the last three financial years. The bidder should have to submit audited Balance Sheet and P & L account far last three financial years (2016-17, 2017-18, 2018-19) with auditor's report.
- The Net-worth of the bidder should be positive and should be minimum 1 Crore in last financial year 2018-19.
- The bidder has to provide GST number with GST submission of minimum INR 25 Lacks (Twenty Lacks) in financial year 2019-20.
- The bidder should be registered in EPF & ESIC, Bihar from minimum 3 (three) years.
- The Bidder shall provide self declaration certification for non-engagement in fraudulent corrupt practices, non blacklisting in any Govt/PSU/Bank in last three financial year **(Annexure-VI)**.
- The bidder should have experience for any of Agriculture Census, Livestock census, NPR Digitization, Banks, PSU, Election Commission of India, BPL & Manrega Data Entry work, to provided work order/experience certificate attached.
- The Bidder should be ISO Certified Firm (ISO 9001:2008/9001:2015 or any latest standard).
- The bidder have to provide Non-Refundable tender cost of Rs.1,000/- in the form of Demand Draft issued by a nationalized bank, drawn in favour of " The Project Director, Bihar Livestock Development Agency, Patna" payable at Patna attached with technical BID.
- The bidder have to provide Earnest Money Deposit (EMD) Rs. 11,55,890/- (Eleven Lakh Fifty Five Thousand Eight Hundred Ninty only) in the form of Demand Draft issued by a nationalized bank, drawn in favour of " The Project Director, Bihar Livestock Development Agency, Patna" payable at Patna.
- The bidder has to provide Undertaking on no conflict of Interest **(Annexure-III)**
- The bidder have to provide checklist of BID document as per **Annexure-I**

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10. Technical Evaluation Criteria

Sl. No.	Eligibility Criteria	Marks	Max Marks
1	Bidder should be ISO certified firm.	2	2
2	The bidder should be registered in EPF & ESIC Bihar from minimum 3 years.	3	3
3	The bidder should have experience for any of Agriculture Census/ Livestock census, NPR Digitization, Banks, PSU, Election Commission of India, BPL and Manrega Data Entry Work to provided work order/ experience certificate by state Government/Govt. Organizations.	Digitization Assignments	Marks
		Election Commission of India	10
		BPL Digitization Work	10
		Manrega Digitization Work	10
		Bank/PSU digitization work	10
		Agriculture/Livestock Census Work.	05
	NPR Digitization work	05	
4	Bidder should be registered in Bihar Shop & Establishment act 1953 and small scale Industry, Bihar from minimum last 3 (Three) Years		10
(a)	Establishment Year- 3 years Completed	5	
(b)	Establishment Year – more than 3 years but less than 5 years	8	
(c)	Establishment Year – 5 year and above.	10	
5	The bidder should have average annual turnover of last 3 financial years.		5
(a)	Average annual Turn Over of last three financial year more than 3 crore but less than 4 crore.	3	
(b)	Average annual Turn Over of last three financial year more than 4 crore but less than 5 crore.	4	
(c)	Average annual Turn Over of last three financial year more than 5 crore.	5	
6	The bidder have to provide GST number with GST submission of last financial year.		10
(a)	Submission of GST- more than 25 Lacks in financial year (2019-20). but less than 30 lacks.	5	
(b)	Submission of GST- more than 30 Lacks in financial year (2019-20).	10	
7	The bidder should be in the experience of 25 Lakh online data entry of Information Technology in Bihar for last 3 (three) years.	10	10
8	The Net Worth should be positive and should be minimum 1 Crore in last financial year (2018-19).	10	10

The Bidders minimum criteria & scoring 80 marks or above and whose Techno-commercial Bid is substantially responsive to the requirements of the Tender Documents shall only be considered qualified. However, in case of number of technically qualified bidder is less than three, the cut-off marks may be reduced to accommodate top three bidders, but in any case it should not be below 70 marks. The Financial Bid of such qualified Bidders shall only be opened.

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11. Bid Documents/ Check List**Annexure-I**

Bidder is expected to examine all instructions, forms, terms, and requirements in the bid document. Failures to information required by the bid document or submit a bid not substantially responsive to the bid document in every respect may result in the rejection of the Bid. The bids should be submitted in two parts.

Sl. No.	Details	Description
1	Name of the Bidder	
2	Registered office address, Telephone Number Fax Number E-mail	
3	Correspondence/contact address	
4	Details of Contact person (Name, designation, address etc.) Telephone Number Fax Number E-mail	
5	EPF Registration Number	
6	ESIC Registration Number	
7	GST Registration Number	
8	Shop & Establishment Registration Number	
9	ISO 9001:2008/9001:2015 or any latest standard.	
10	Self declaration certification for non-engagement in fraudulent corrupt practices, non blacklisting in any Govt'/PSU/Bank in last three financial year.	
11	Average annual turnover of last 3 financial years.	
12	Provided work order/experience certificate.	
13	Experience of 25 Lakh online data entry of Information Technology in Bihar for last 3 (three) years.	
14	The Net Worth should be positive and should be minimum 1 Crore in last financial year (2018-19).	
15	EMD detail.	
16	Non-Refundable Tender-cost detail.	
17	Any other document which the bidder feels necessary to support his bid.	

- Use separate sheets wherever required.
- Attested photocopies of the Supporting documents to be enclosed - originals may have to be produced on request.

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12. Language of Bid

The Bid prepared by the Bidder and all correspondence and documents relating to the Bid exchanged by the Bidder and the BLDA, Patna shall be written in English language only.

13. Amendment of Bid Documents

At any time prior to the deadline for submission of Bids, the BLDA, Patna may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the Bid Documents through amendment/so Such amendment/s will be binding to bidders.

14. Bid Extension, if any

BLDA, Patna may extend the deadline for the submission of Bids, in order to allow prospective Bidders a reasonable time in which to take the amendment into account in preparing their Bid.

15. Appointment of the Committee

1. The Committee of the BLDA, Patna will evaluate the Bids.
2. BLDA, Patna decision would be binding on the Bidder.

16. Pre-Qualification cum Technical Bid: Evaluation

The evaluation of the Technical bids will be carried out in the following manner: The bidders' technical solution proposed in the bid document is evaluated as per the requirements specified in the RFP and adopting the evaluation criteria spelt out in this RFP. The Bidders are required to submit all required documentation in support of the evaluation criteria specified (e.g. detailed project citations and completion certificates, client contact information for verification, profiles of project resources and all others) as required for technical evaluation. The committee may seek clarifications from the bidders. The primary function of clarifications in the evaluation process is to clarify ambiguities and uncertainties arising out of the evaluation of the bid documents.

(A) Evaluation of Technical Bids:

A detailed evaluation of the technical bids shall be carried out in order to determine whether the technical aspects are substantially responsive to the requirements set forth in the RFP/Tender Enquiry. This may include physical verification for assessing the capacity of the bidder.

- I. The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. whether bids;
 - a. are properly signed;
 - b. meet the eligibility requirements specified;
 - c. Aligned to the terms and conditions, and specifications; and

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- d. Consequent upon the evaluation, each Technical bid will be assigned a Technical Score of a maximum of 100 points. The Bidders minimum criteria & scoring 80 marks or above and whose Techno-commercial Bid is substantially responsive to the requirements of the Tender Documents shall only be considered qualified. However, in case of number of technically qualified bidder is less than three, the cut-off marks may be reduced to accommodate top three bidders, but in any case it should not be below 70 marks. The Financial Bid of such qualified Bidders shall only be opened.
- II. The BLDA, Patna reserves the right to ask for a technical elaboration/clarification the form of a technical presentation from the Bidder on the already submitted Technical Proposal at any point of time before opening of the Financial Proposal.
- III. No further discussion/Interface will be held with the bidder whose bid has been technically disqualified / rejected.

(B) Technical evaluation methodology:

- a) The technical scores of the bidders will be announced prior to the opening of the financial bids.
- b) The technically short listed bidders will be informed of the date and venue of the opening of the Financial bids through an oral/ written (e mail) communication.

(C) Evaluation of Financial Bids:

The Financial Bids of only the technically qualified bidders will be opened for evaluation. The bidder with lowest Total Financial Quote (Lt) shall be selected as successful bidder.

If the Financial proposals are same for one or more Firms then firm getting higher score/ marks will be declared successful.

17. Non Transferable RFP

The RFP document is not transferable. Only the party who has purchased this RFP shall be entitled to submit their bid.

18. Completeness of RFPOffer

The Bidder is expected to examine all instructions, forms, terms, conditions and specification in this RFP Document. Failure to furnish all information required by the RFP documents or submission of a offer not substantially responsive in every respect to these RFP documents \NIH result in rejection of the bid. This offer is liable to be rejected without any intimation to the Bidder, If complete information is not given therein, or if particulars asked in the Forms/ Performa in this RFP are not fully furnished.

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19. Submission of Proposal

- a) All the proposals will have to be submitted in hard bound form with all pages numbered, seal & signed. It should also have an index giving page wise information of document; incomplete proposal will summarily be rejected.
- b) No bid will be considered unless and until each page of the bid document is duly signed by the authorized signatory.
- c) Pricing information should not be shared in the Technical Bid.
- d) EMD enclosed with technical BID.
- e) The proposals shall be submitted in two parts, viz.,
- f) **Envelope 1:-** Technical Proposal super scribed as "Envelope 1 -Technical Proposal", complete with all technical details. In the technical proposal, there should not be any indication about the prices of any of the products offered.
- g) **Envelope 2:-** Financial Proposal containing Price Schedule super scribed as "Envelope 2 - Financial Proposal".
- h) The two sealed envelopes should again be placed in a single sealed envelope, to be submitted at the office of Project Director, Bihar Livestock Development Agency, P.O. Bihar Veterinary College campus, Patna-800014 up to the due date and time mentioned in the schedule above in the document.

20. Late Bids

Any bid received after the time and date for receipt of bids prescribed in this document will be rejected and returned unopened to the Bidder.

21. EARNEST MONEY DEPOSIT (EMD)

- (i) All bids submitted in response to this RFP document shall be accompanied by Earnest Money Deposit (EMD) Rs. 11,55,890/- (Eleven Lakh Fifty Five Thousand Eight Hundred Ninety only), In the form of a Demand Draft in favor of "Project Director, Bihar Livestock Development Agency" Payable at Patna. It should be attached with technical BID. EMD prepared for concealed Tender PR No. 003226(Animal) 2020-21 (Website Tender No. AHD/601/2020-21) Notice Inviting RFP for "Online/Offline Data Entry Services will be valid for this RFP also.
- (ii) **Forfeiture of Earnest Money Deposit (EMD):-** The EMD submitted along with the bid shall be forfeited under the following conditions:
 - a) If the bid is withdrawn during the validity period or any extension agreed to by the Bidder thereof.
 - b) If the bid is varied or modified in a manner not acceptable to the Purchaser after opening of Bid during the validity period or any extension thereof.
 - c) If the Bidder tries to influence the evaluation process.
 - d) If the Bidder withdraws his Bid during evaluation.
 - e) If the Bidder does not accept the correction of errors in his bid.
 - f) If the Bidder is successful and fails to sign the Contract within the time stipulated by the Purchaser.

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g) If the Bidder refuses to take up the job within the time stipulated by the purchaser.

(iii) **Refund of EMD:-** The EMD will be refunded as follows:

- a) In the case of unsuccessful bidders, the EMD will be returned to them without any interest accrued thereon at the earliest after the final bid validity period and latest on or before the 30th day after the award of the contract to the successful bidder.
- b) In the case of selected bidder (s), the EMD shall be refunded after closure of contract.
- c) **The Earnest Money Deposit of the successful bidder will be converted as performance guarantee.**

22. OTHER TERMS AND CONDITIONS

The tender should be submitted in two bid sealed in a big envelope and clearly marked on them the RFP No., Type of Bid and Due Date. The tender should reach the office of Project Director, Bihar Livestock Development Agency, P.O. Bihar Veterinary College campus, Patna-800014 by Registered / Speed Post/ Representative of the bidders only on or before due date and time. The tenders received after due date or time shall not be considered.

- The technical bid will be opened on 28.07.2020 At 15:00Hrs by the authorized committee.
- Incomplete/conditional/telegraphically/fax/e-mail tenders will not be considered.
- Inspection agency- the respective district level office and state level office.
- Bidder should sign all the pages of tender/schedule of tender, if any
- The Bidder is at liberty to present himself & the tune of opening of the tender or may detail the authorized representative on the date and time specified in the schedule. The name and address of the representative who would be attending the opening of the tender should be indicated in the tender form **(Annexure-IV)**.
- The rate should be quoted in the format enclosed with this tender form only **(Annexure-V)**.
- BLDA will not responsible for any postal delay or any other reason beyond his control.
- In case of any dispute whatsoever, decision of Project Director, BLDA shall be final. For any legal dispute, the territorial jurisdiction will be Jurisdiction of High Court of Patna only.
- Financial bid will be opened only after approval of technical bid.
- Undertaking on no conflict of Interest **(Annexure-III)**.


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23. RATE OF DATA ENTRY

Maximum 1(One) rupees (inclusive of all charges and taxes) per animal after ear tagging will be given to Service provider for online data entry on INAPH portal. The rate will decrease according to rate quoted by L₁ bidder.

24. ACKNOWLEDGEMENT Copy

Signing and returning the acknowledgment copy of a contract issued by or beginning work under that contract shall constitute acceptance of a binding agreement between Bihar Livestock Development Agency and the successful bidder.

25. PAYMENT TERMS

Data Entry/Digitization-

- 25.1** To avoid delay of payment, all bills should contain the copy of Work order. No advance payment would be entertained.
- 25.2** Payment will be made phase wise within 45 days from the date of submission of bills clear in all respects.
- 25.3** The Office will accept part-Bills for the part of jobs completed. The Bill has to be accompanied by a certificate of acceptability of the work by the District Nodal officer/ District Animal Husbandry Officer/ Authorized officer of District Level.
- 25.4** If the actual quantum of work turns out to be lesser or more than estimated one, or if there is any change with respect to taxes and duties, the rates quoted shall remain unchanged. The rate per schedule is to be quoted in **Annexure-V** (excludes GST).

26 MODIFICATION AND WITHDRAWL OF BIDS:

The bidder may modify or withdraw his bid after submission, provided that the intimation is deposited by the bidder in a properly sealed envelope in the office, before the scheduled time & date for closing of tender. No bid shall be modified subsequent to the deadline for submission of bids.

Important:

All deliverables/Reports for invoice claiming are subjected to approval from Competent Authority.



PROJECT DIRECTOR

Bihar Livestock Development Agency, Patna.


04/08/2020

Proposal Covering letter

(To be submitted on the Letter head of the bidder)

To,
The Project Director,
Bihar Livestock Development Agency,
P.O. Bihar Veterinary College campus,
Patna-800014

Dear Sir,

Ref: RFP for online/offline Data Entry Services.

Having examined the RFP, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to provide the professional services as required and outlined in the RFP for the digitization of animal records of GoB.

1. We are submitting our bids against the Scope of Work of the RFP.
2. We attach hereto the response as required by the RFP, which constitutes our proposal.
3. We are bidding as a single legal entity and are not part of any consortium
4. We agree for unconditional acceptance of all the terms and conditions set out in the RFP document and agree to abide by this tender response for a period of SIXMONTHS from the last date of submission of bids/proposal.
5. We confirm that the information contained in this response or any part thereof, including its exhibits, and other documents and Instruments delivered or to be delivered to GoB is true, accurate, verifiable and complete. This response includes all information necessary to ensure that the statements therein do not in whole or in part mislead GoB in its short-listing process.
6. Subject to us being the successful bidder, until a formal agreement is prepared and executed, this bid response, together with your written acceptance thereof in your notification of award, shall constitute a binding agreement between us.
7. We, the bidder, would like to confirm that the proposed solution/service components:
 - a. Comply to the requirements of this RFP and
 - b. Have been sized to meet the requirements of this RFP
8. We as bidder do hereby undertake that we shall monitor, maintain, and comply with the service levels stated in the RFP
9. We hereby confirm that the Intellectual property Rights (IPR) of the solutions/application used by us to deliver the services shall comply with the requirements of this RFP.
10. We fully understand and agree to comply that on verification, if any of the information provided here is found to be misleading the short listing process, we are liable to be dismissed from the selection process or termination of the agreement during the project, If selected to do so.


04/08/2020



11. It is hereby confirmed that we are entitled to act on behalf of our company/ corporation/ firm/ organization and empowered to sign this document as well as such other documents, which may be required in this connection.
12. The following persons will be the authorized representatives of the company for all the future correspondence till the completion of the bidding process, between BLDA and our organization.

	Primary Contact	Secondary Contact
Name :		
Title :		

13. We understand that It will be the responsibility of our organization to keep BLDA informed of any changes in this list of authorized persons and we fully understand that BLDA shall not be responsible for non-receipt or non-delivery of any communication and/or any missing communication in the event reasonable prior notice of any change in the authorized person(s) of the company is not provided to BLDA.

Dated thisof 2020

(Signature) (In the capacity of) (Name)

Duly authorized to sign the Tender Response for and on behalf of:

(Name and Address of Company) Seal/stamp of
bidder Witness Signature:

Witness Name:

Witness Address:

Note: Authorized signatory should be an employee of the bidder and should have been authorized vide a board resolution, authorizing him/her to sign/execute the proposal as a binding document and also to execute all relevant agreements forming part of RFP. Please provide complete chain of documents showing initial delegation by the board and any further sub delegation.

PK
04/08/2020

[Signature]

Undertaking on no conflict of Interest

(To be submitted on the Letterhead of the bidder)

To,

The Project Director,
Bihar Livestock Development Agency,
P.O. Bihar Veterinary College campus,
Patna-800014

Dear Sir,

Sub: Undertaking on Conflict of Interest regarding Digitization of Animal Records

I/We do hereby undertake that there is absence of, actual or potential conflict of interest on the part of the bidder or any prospective subcontractor due to prior, current, or proposed contracts, engagements, or affiliations with GoB or BLDA that could improperly influence our judgment and the exercise of our duties.

I/We also confirm that there are no potential elements (time-frame for service delivery, resource, financial or other) that would adversely impact our ability to complete the requirements as given in the RFP.

We undertake and agree to indemnify and hold GoB and BLDA harmless against all claims, losses, damages, costs, expenses, proceeding fees of legal advisors (on a reimbursement basis) and fees of other professionals incurred (in the case of legal fees and fees of professionals, reasonably) by GoB and/or BLDA, if any such conflict arises later.

Authorized Signature [In full and initials]:

Name and Title of Signatory:

Name of Firm:

Address:

Seal/Stamp of bidder:


04/08/2020



Authorization for representation at bid opening

(To be submitted on the Letterhead of the bidder)

To,
The Project Director,
Bihar Livestock Development Agency,
P.O. Bihar Veterinary College campus,
Patna-800014

Dear Sir,

Sub: Authorization for Representation at Bid Opening.

I/We declare and confirm that Mr. / Ms.has been duly authorized by us to represent us at the opening Of Technical bids.

Name	
Designation	

Maximum 2 persons per bidder

Authorized Signature [In full and initials]:

Name and Title of Signatory:

Name of Firm:

Address:

Seal/Stamp of bidder:

PK
04/08/2020

Format for Financial Bid

To,

The Project Director,
Bihar Livestock Development Agency,
P.O. Bihar Veterinary College campus,
Patna-800014

Reference: Financial Bid for "Online/Offline Data Entry Services".

Sir,

Details of price quoted for per Data Entry of unit animal offered including All Charges and Taxes.

Sl. No.	Particulars	Unit Price (Inclusive of all Charges & taxes :- Maximum 1 rupees)
1.	Price per Data Entry of unit Animal.	In Rs.:
		Rs. In words:

Note:

- Bidders must show GST amount separately during submission of bills.
- Above Bid prices is inclusive of all charges as traveling, infrastructure /internet /hardware /software / manpower etc. for providing the desired services.
- If the Financial proposals are same for one or more Firms then firm getting higher score/ marks will be declared successful.
- The Office, at the work under the contract, reserve the right to decrease or increase the work which will be Primarily 2,31,17,774 in large domestic animals, may be increase or decrease according to actual Ear tagging in animals. Government may take decision to ear tag the small domestic animal also accordingly total number will increase. The actual volume of work will depend on the filled-in schedules received from the field offices, and cannot be subject of dispute.
- I/ We agree render the services at the above quoted rates during the entire validity period and all terms - conditions.

Date:

Signature of the Tenderer With seal

Place:

PKK
04/08/2020

PKK

**NON-BLACKLISTING /EMD/SECURITY DEPOSIT NOT FORFEITED
CERTIFICATE***

I hereby declare that I am not BLACK- Listed by the Central govt. /any State Govt./any Govt. Undertaking/Semi Government agency /institution of India or my EMD/ Security not forfeited in any Government Department Tender.

Place:

Date:

Signature of the Tenderer.

* Should be on affidavit by Notary.

PC
04/08/2020



District Wise No. Of Data entry Schedule

ANNEXURE-VII

Sr. No.	District	Total Data Entry Figure
1	Araria	961426
2	Arwal	158471
3	Aurangabad	662551
4	Banka	831262
5	Begusarai	543383
6	Bhagalpur	886219
7	Bhojpur	536329
8	Buxar	374833
9	Darbhanga	660638
10	Gaya	1151300
11	Gopalganj	341388
12	Jamui	768784
13	Jehanabad	216626
14	Kaimur (Bhabua)	486997
15	Katihar	819248
16	Khagaria	391734
17	Kishanganj	648105
18	Lakhisarai	196423
19	Madhepura	713098
20	Madhubani	1078015
21	Munger	245267
22	Muzaffarpur	722369
23	Nalanda	490632
24	Nawada	537455
25	Pashchim Champaran	683846
26	Patna	778828
27	Purbi Champaran	776451
28	Purnia	1059163
29	Rohtas	682946
30	Saharsa	635944
31	Samastipur	723232
32	Saran	618259
33	Sheikhpura	139969
34	Sheehar	102768
35	Sitamarhi	560446
36	Siwan	532880
37	Supaul	967114
38	Vaishali	433555
	Total	23117774

[Signature]
04/08/2020

[Signature]

Vaccination Format - filled for Vaccinator
 << Name of the Organisation >>

Vaccinator Name _____
 User ID _____ Month _____ Year _____
 Date: _____

I Registration

a Animal

1 * Tag Number

2 * Registration Date (dd/mm/yyyy)

3 * Sex Male Female

4 * Species Cattle Buffalo Yak Mithun Sheep Goat Pig

5 * Breed Name

6 * Age Years Months

7 * Number of Calvings

b Owner Details

1 * Village Name 5 Mobile No.

2 * Hamlet Name 6 Aadhar No.

3 * Owner Name

4 * Owner Gender Male Female

II Vaccination of animal - Mandatory fields

1 * Tag Number

2 * Vaccination for

3 * Date of Vaccination (dd/mm/yyyy)

4 * Dosage

5 * Batch No.

Fields Marked with * are Mandatory

Suggestions for Printers

1. One format will be used for one animal
2. Format should be printed in 2 copies. While capturing the data carbon paper will be used
3. If the data is not uploaded by the vaccinator himself, main copy will be forwarded for data entry at centralised location (Taluka/district). Lower copy will be office copy.
4. Different colours may be given to different copies
5. Rice paper (thin paper) should be used, to enable impression upto 1st copy

PSK
 09/08/2020

RP