Press Release

Transport Department, Government of Bihar Vishweshwaraiya Bhawan, Bailey Road, 2nd Floor, Patna-800015 Email: stebihar@bihar.gov.in

Request for Proposal (RFP) Notice

The Transport Department, Government of Bihar, invites Request for Proposal (RFP) from experienced and reputed companies for the Selection of agency for Supply and Printing of Laminated Cards for Drivers in Bihar under "Mukhyamantri Vahan Chalak Kalyan Yojana, 2024" scheme.

The RFP Notice and related documents are available for download at https://eproc2.bihar.gov.in. Any modifications or corrigenda will also be made available on the portal. Responses should be submitted online at the same portal before the proposal submission deadline.

Key Dates:

Sr. No.	Information	Date & Time	
1.	Date of uploading of N.I.T. & other Documents (online)	11.03.2025 06/miscellaneous (Driver) - 08-43/2024 11.03 2025	
2.	Last date for sending Pre-bid queries/clarifications (only through email)	18.03.2025 (till 11:30 AM)	
3.	Date of Pre-bid meeting (Offline)	19.03.2025 (11:30 AM)	
4.	Last Date & Time of submission of proposals (online)	02.04.2025 (4:00 PM)	
5.	Date & Time of opening of bids	02.04.2025 (5:00 PM)	
6.	Opening of Financial proposals and declaration of result (online).	"Will be intimated later".	
7.	Selection Process	Least Cost Based Selection (L1)	
8.	For queries regarding bid submission:	eproc2support@bihar.gov.in Toll-Free No.: 1800-572-6571	

Note: The Department of Transport reserves the right to amend the RFP tentative schedule and critical dates.

Sd/-

State Transport Commissioner, Bihar, Patna

Officer in Special Duty (OSD),
Transport Department,
Government of Bihar,
Vishwesaraiya Bhawan,
2nd Floor, Bailey Road, Patna-800015.
Tel No: - (0612)-2546449;Email
ID:dstransport@bihar.gov.in



Request for Proposal For

Selection of agency for Supply and Printing of Laminated Cards for Drivers in Bihar under "Mukhyamantri Vahan Chalak Kalyan Yojana, 2024" scheme

NIT No.: 06/miscellaneous (Driver) - 08-43/2024-2085 dated 11.03.2025

Issued By

Transport Department, Government of Bihar (Vishweshwaraiyya Bhawan, Bailey Road, Patna, Bihar, 800015)

Tel No: - (0612)-2546449

Fax No: - (0612)-2546212

Web Site: - https://state.bihar.gov.in/transport/

1. Bid Data Sheet

	Fact Sheet				
1	Tanadan Na	06/miscellaneous (Driver) - 08-43/2024-2085 dated			
1.	Tender No.	11.03.2025			
2.	Brief description of the project/ assignment	Bids are invited from the reputed agencies for Supply and Printing of Laminated Cards for Drivers in Bihar under "Mukhyamantri Vahan Chalak Kalyan Yojana, 2024" scheme.			
3.	Tender issuing entity	Transport Department, Government of Bihar			
4.	Tender Type	Open			
5.	Tender Document Cost in INR (Non-Refundable)	INR. 1,000 only (exclusive of taxes) (Rupees One thousand only) payable online through e-Procurement portal (https://eproc2.bihar.gov.in)			
6.	Tender Processing Fee (TPF) (Non-Refundable)	INR. 500 only (exclusive of taxes) (Rupees Five Hundred only) payable online through e-Procurement portal (https://eproc2.bihar.gov.in)			
7.	Earnest Money Deposit (EMD) (Refundable)	INR 40,000 only (Rupees Forty Thousands only) through online payment in e-Procurement portal (https://eproc2.bihar.gov.in)			
8.	Bid validity period	180 days from the last date (deadline) for submission of proposals.			
9.	Selection Process	Least Cost Based Selection (L1)			
10.	Date of uploading of N.I.T. & other Documents (online)	11.03.2025			
11.	Last date for sending Pre-bid queries/clarifications (only through email)	18.03.2025 (till 11:30 AM)			
12.	Date of Pre-bid meeting (Offline)	19.03.2025 (11:30 AM)			
13.	Last Date & Time of submission of proposals (online)	02.04.2025 (4:00 PM)			
14.	Date & Time of opening of bids	02.04.2025 (5:00 PM)			
15.	Opening of Financial proposals and declaration of result (online).	"Will be intimated later".			

		Deputy Secretary, Transport Department,
		Government of Bihar, Vishweshwaraiyya Bhawan,
16.	Contact person for queries	2 nd Floor, Bailey Road, Patna-800015.
		Tel No: - (0612)-2546449; Email ID:
		dstransport@bihar.gov.in

2. Instructions to the Bidders

- The tender document will be available on e-Tendering website (https://eproc2.bihar.gov.in).
- The bidders are requested to submit the requisite Tender Fee, Tender Processing Fee and EMD
 along with the proposal through online (https://eproc2.bihar.gov.in) on or before the last date
 of bid submission.
- The required Tender Fee, Tender Processing Fee & EMD to be paid through e-Payment mode (i.e. NEFT / RTGS, Net Banking, Credit / Debit Card) only.
- The EMD should be issued by any nationalized/ scheduled commercial bank in favor of "Transport
 Department, Government of Bihar", payable at Patna and should be valid for 6 months from the
 date of submission of bid response. No interest shall be payable on Bid Security under any
 circumstance.
- The Financial Bids of the prospective bidder will be considered only if the Eligibility Criteria is found qualified by the "Tender Evaluation Committee". The decision of the "Tender Evaluation Committee" will be final & absolute in this respect.
- Pre-bid meeting with the prospective Bidders will be held offline at the office of Transport
 Department, GoB, Patna. The Bidders will have to ensure that their queries for Pre-Bid meeting
 should reach to the Nodal officer only through e-Mail in excel format only.
- Consortium, subcontracting or associations of companies will not be allowed.
- The tender opening will be done through online only.
- Any corrigendum or date extension notice will be given on the e-Procurement website only.
- The entire duration of the project will be for 5 (five) Years from the date of signing of the service agreement with the successful bidder and may be extendable for another 2 (two) years based on the satisfactory performance and with unaltered terms & conditions.
- The successful bidder shall, within fourteen (14) days of the notification of Contract award should
 provide a Performance Security in the form of a Bank Guarantee (BG), amounting to the 10% of the
 contract value for the entire contract period as its commitment to perform services under the
 contract.
- Bidder should have an office in Bihar or must be set up an office within 90 days after the date of signing of the agreement.
- For support related to e-tendering process, Bidders may contact at mentioned below:

Toll Free No. 1800 572 6571,

Email Id: - eproc2support@bihar.gov.in

Selection of Agency for Supply and Printing of Cards.

3. Eligibility Criteria

#	Basic Requirement	Eligibility Criteria	Document Proof
1.	Annual Sales	i. The bidder should have average annual turnover	A certificate from the Chartered
	Turnover	of more than Rs. 1 Crore for last 3 financial years	Accountant on their letter head
		(i.e. 2021-22, 2022-23, and 2023-2024) from	confirming annual turnover and
		IT/ITES services.	positive net worth during the
		ii. The Bidder must have positive net worth in the	mentioned period as per format
		last financial year (2023-2024).	given in Annexure-III
2	Project	The bidder should have successfully executed at	Work Order or Purchase Order
	Experience	least one project of supply of Smart	(PO) or 'Letter of Intent (LoI) and
		Card/PVC/ABS/PetG plastic Card (e.g. Aadhar card/	Agreement/ Contract document
		Voter ID card / DL/ RC/ Bank Cards/ PAN card)	
		with security features for Central/ State	
		Government Organization / Public Sector Unit	
		(PSU) / any Government organisation in the last 5	
		(five) financial years preceding the date of	
		publication of this RFP.	
		Minimum 1 project with order value >= Rs. 16	
		Lakhs including taxes or	
		2 projects value not less than Rs. 8 Lakhs each	
		including taxes.	
3.	Legal Entity	• The bidder must be a registered legal entity	Certificate of Incorporation/
		like registered under Companies Act	Registration.
		1956/2013 or Partnership firm or Registered	Certificate from Chartered
		Proprietorship Firm incorporated in India.	Accountant for Card printing
		• The bidder should be into the business of	services for last 5 years.
		Smart Card/ PVC/ ABS/ PetG plastic Card	Certificate from Chartered
		printing services for the last 5 years (as on	Accountant/bank for
		31.03.2024).	Solvency declaration.
		• The bidder shall be solvent at the date of	
		bidding.	
4.	Other legal	PAN Certificate	Copy of the valid documents with
	documents	GST Certificate	clear evidence. No vagueness will
		• Income Tax Return (Latest 5 years)	be allowed.
5.	Blacklisting	The Bidder must not be blacklisted/ debarred by	Applicant shall submit a
		any Central / State Government / Public Sector Unit	declaration on Non-Judicial Stamp
		(PSU)/ any Government organisation in India at the	paper (format as per Annexure-
		time of bid submission	IV).

#	Basic Requirement	Eligibility Criteria	Document Proof
6.	Power of	The bidder should submit the Power of Attorney of	Scanned copy of Power of
	Attorney	Authorization for signing the bid in Non-Judicial Stamp Paper.	Attorney needs to be uploaded

Note:

- <u>In absence of any of the above, the bid will be treated as non-responsive and hence shall be rejected</u>
- Only those Bidders, who fulfill all the criteria mentioned above, shall be eligible for opening of their Financial Bid.

4. Scope of Work

- i. The Agency needs to supply blank Laminated Cards and print the information related to drivers registered under "Mukhyamantri Vahan Chalak Kalyan Yojana, 2024" scheme.
- ii. The card material should be Polyvinyl Chloride (PVC) material. It should be Glossy surface Poly Vinyl Chloride (PVC) /ABS/PetG plastic construction, with overlay to allow colour dye sublimation printing.
- iii. The Quality & Design of the card must be compliant with the specifications/ standards mentioned under Appendix-1: Minimum Specifications of PVC Card.
- iv. The printing of cards will be done at the centralized location, may be at the Head Quarters of the Transport Department or any suitable place at BSRTC Bhawan, Phulwari Sharif, Patna, Bihar.
- v. The Department will provide with raw electricity, internet connectivity and basic amenities which are available at the location
- vi. The Agency should deploy adequate manpower to maintain the supply of printed cards as per the requirements from the Department.
- vii. The Agency has to arrange PVC card printer and printer consumables, Ribbon lamination material and other consumables and manpower for timely printing of the Card.
- viii. The Agency shall be responsible for keeping an inventory of blank cards and other consumables for a minimum of 30 days in Transport Head Quarter/ BSRTC office, Patna.
 - ix. The Agency shall make all endeavors to see that the entire supply and card printing process is error free, and the objective of the project should be fulfilled.
 - x. During the contract period, the agency shall also be responsible for ensuring adequate and timely availability of spare blank cards needed for replacement of the supplied defective cards, if any.
 - xi. The agency needs to provide an application for printing of blank cards and which will be integrated with the existing application for registration of drivers under the scheme.

5. Project Deliverables and Timelines

The Agency has to deploy adequate manpower and required IT infrastructure from its own expenses at Transport Headquarter/ BSRTC office, Phulwari Sharif, Patna to carry out the required services as mentioned under Section-4: Scope of Work of this RFP. The major deliverable under this project will be supply and printing of card as per the specifications mentioned under Appendix-1 of this document.

6. Payment Terms

- The selected agency shall submit the monthly bill/ invoice to the Department after the first calendar
 day of the subsequent month based on the actual number of cards printed as per the specifications &
 guidelines mentioned under Appendix-1 subject to verification and acceptance provided by the
 Department.
- Any penalty imposed on the selected Agency for non-performance/non-fulfillment of the condition(s) mentioned under Section-7: Service Level Agreement & Penalty of this RFP document, shall be deducted from the monthly bill/invoice.
- All invoices should be in the name of the Transport Department, Government of Bihar.

7. Service Level Agreement and Penalty

- a. The Service Levels mentioned in this section define the levels of service which shall be delivered by the Agency for the duration of the contract and shall be applicable from the date of signing of contract
- b. Any holidays in between the 30 days period will be counted as part of the 30 days.
- c. If the total penalties exceed by 10% of the billed amount, the aggregated penalty would be capped at 10% of the billed amount.
- d. If the penalty reaches 10% of the payment value in three consecutive events, the Department may terminate the contract.

Sl.	Description	Benchmark	Penalty	
No. 1	Delay in delivery of printed laminated	Period Card is required to be printed within 24 Hours.		
	cards		Delay by 48 Hours Delay by 72 Hours Beyond 72 hours Subject to maximum 6	(% of Invoice Value) 2% of the invoice value per day 3% of the invoice value per day 5% of the invoice value per day days delay in total. Beyond which the te the contract and BG/PBG of the agency

Sl.	Description	Benchmark	Penalty
No.		Period	
2	Any breach in	No breach	i. No breach no penalty
	data		ii. In case of any breach Rs. 5,00,000/- or Liquidated Damage
	confidentiality		amount, whichever is higher will be deducted.
			iii. Parallelly a case of criminal offence may be lodged against the
			person/ party responsible for such confidentiality breach

8. Annexures

Annexure-I: Covering letter for submission of RFP

(To be submitted on the letterhead of the bidder)

To, Date: dd/mm/yyyy
State Transport Commissioner,
Transport Department, Government of Bihar
Vishweshwaraiyya Bhawan, 2nd Floor, Bailey Road,
Patna-800015
Email ID: stcbihar@bihar.gov.in
Ref: RFP No <>
Sub: Submission of RFP for "Selection of agency for Supply and Printing of Laminated Cards for
Drivers in Bihar under "Mukhyamantri Vahan Chalak Kalyan Yojana, 2024" scheme.
Dear Sir/Madam,
We have examined the RFP document, we, the undersigned, herewith submit our RFP in response to
your RFP no dated for "Selection of agency for Supply and Printing of Laminated Cards
for Drivers in Bihar under "Mukhyamantri Vahan Chalak Kalyan Yojana, 2024" scheme in full
conformity with the said RFP document.
i. We have read the provisions of the RFP document and confirm that these are acceptable to us.
We further declare that additional conditions, variations, deviations, if any, found in our RFP shall
not be given effect to.
ii. We agree to abide by this RFP, consisting of this letter, the detailed response to the RFP and all
attachments, for a period of 180 days from the date of submission of the bid.
iii. We would like to declare that we are not involved in any major litigation that may have an impact
of affecting or compromising the delivery of services as required under this assignment and we
are not under a declaration of ineligibility for corrupt or fraudulent practices.
iv. We would like to declare that there is no conflict of interest in the services that we will be
providing under the terms and conditions of this RFP.
v. We hereby declare that all the information and statements made in this RFP are true and accept
that any misrepresentation contained in it may lead to our disqualification.
vi. We understand you are not bound to shortlist / accept any RFP you receive.
Sincerely,
Signature of Authorized Signatory and Seal of the bidder
Name:
Designation:
Date:

Annexure-II: Bidder's Information

To, Date: dd/mm/yyyy

State Transport Commissioner,

Transport Department, Government of Bihar

Vishweshwaraiyya Bhawan, 2nd Floor, Bailey Road,

Patna-800015

Email ID: stcbihar@bihar.gov.in

Bidder information Format

#	Description	Details (to be filled by the responder to the RFP)
1.	Name of the company	
2.	Official address	
3.	Phone No. and Fax No.	
4.	Corporate Headquarters Address	
5.	Phone No. and Fax No.	
6.	Web Site Address	
7.	Details of Company's Registration (Please enclose copy of the company registration document)	
8.	Name of Registration Authority	
9.	Registration Number and Year of Registration	
10.	Quality Certificates and its validity	
11.	GST registration No.	
12.	Permanent Account Number (PAN)	

 $Contact\ Details\ of\ officials\ for\ future\ correspondence\ regarding\ the\ bid\ process:$

Yours Sincerely,

Signature of Authorized Signatory (with official seal)

Name : Designation : Address :

Telephone& Fax :

Annexure-III: Bidder's Annual turnover over last 3 financial years

<<To be printed on bidder company's letterhead and signed by Authorized signatory>>

Date: dd/mm/yyyy

To

State Transport Commissioner,

Transport Department, Government of Bihar

Vishweshwaraiyya Bhawan, 2nd Floor, Bailey Road,

Patna-800015

Email ID: stcbihar@bihar.gov.in

Dear Sir,

I have carefully gone through the Terms & Conditions contained in the RFP Document. I hereby declare that below are the details regarding annual turnover over last 3 financial years for our organization.

#	Details	FY 2021-22 (in Crores) (a)	FY 2022-23 (in Crores) (b)	FY 2023-24 (in Crores) (c)	Average Turnover [(a+b+c)/3]
1	The bidder should have				
	more than Rs. 1 Crore of				
	average annual turnover for				
	last 3 FY (i.e.2021-22, 2022-				
	23, & 2023-2024) in IT/				
	ITES services				

#	Details	FY 2023-24
		(in Rs.)
1	The Bidder must have positive net worth in the last financial year (2023-2024).	

Signature of Chartered Accountant (with official seal)

Name :
Address :
Telephone& Fax :
E-mail address :

Yours Sincerely,

Annexure-IV Declaration for not being blacklisted

(On Non-Judicial Stamp paper)

	Date: dd/mm/yyyy
То,	, , , , , , , ,
State Transport Commissioner,	
Transport Department, Government of Bihar	
Vishweshwaraiyya Bhawan, 2nd Floor, Bailey Road,	
Patna-800015	
Email ID: stcbihar@bihar.gov.in	
Ref:	
Ref: RFP No	
Dear Sir/Madam,	
In response to the above mentioned RFP, I/We,,as	<designation> of</designation>
M/s, hereby declare that we are having unblemished past recor	d and are not declared
blacklisted or ineligible to participate for bidding by any Central / State Gove	rnment Organization /
Public Sector Unit (PSU) as on date of bid submission.	
Circumba	
Sincerely,	
Signature of Authorized Signatory and Seal of the bidder	
Name:	
Designation:	

Annexure - V: Financial Proposal - Standard Forms

Annexure-V(A): Financial Proposal Submission Letter (To be submitted on the letterhead of the bidder)

Date: dd/mm/yyyy

To,

State Transport Commissioner,

Transport Department, Government of Bihar

Vishweshwaraiyya Bhawan, 2nd Floor, Bailey Road,

Patna-800015

Email ID: stcbihar@bihar.gov.in

Subject: Submission of RFP for "Selection of agency for Supply and Printing of Laminated Cards for

Drivers in Bihar under "Mukhyamantri Vahan Chalak Kalyan Yojana, 2024" scheme.

Dear Sir,

We, the undersigned, offer to provide the services as mentioned in the scope of work of the RFP dated

[date]. Our Financial Proposal shall be binding upon us subject to the modifications resulting from

arithmetic correction, if any, up to expiration of the validity period of the Proposal, i.e. [date]. Our

attached Financial Proposal is for the sum of <Amount in words and figures>. This amount is inclusive of

all applicable taxes.

The prices mentioned in our proposal are in accordance with the terms as specified in the RFP

documents. The prices and other terms and conditions of this Bid are valid for a period of <days>

calendar days from the date of opening of the Bid.

We hereby confirm that our prices include all taxes. However, the taxes are quoted separately under

Details of Financial Bid Form. We understand that the actual payment would be made as per the existing

tax rates during the time of payment.

We hereby declare that in case the contract is awarded to us, we shall submit the Performance Bank

Guarantee as specified in this RFP document. Our Financial Proposal shall be binding upon us subject to

the modifications resulting from Contract negotiations, up to expiration of the validity period of the

Proposal, i.e., [Date].

We hereby declare that our tender is made in good faith, without collusion or fraud and the information

contained in the Tender is true and correct to the best of our knowledge and belief.

We understand that our tender is binding on us and that you are not bound to accept a Tender you

receive.

Thanking You,

Yours Sincerely,

Signature of Authorized Signatory (with official seal)

Selection of Agency for Supply and Printing of Cards.

Name :
Designation :
Address :
Telephone& Fax :

Annexure-V(B): Financial Bid Format

(To be submitted on the letterhead of the bidder)

Sl. No.	Component	Rate (Per Unit) (in Rs.)	Tax Rate (in %)	Total Cost (in Rs.)
NO.		A	В	C = A+B
	Supply and Printing of Laminated			
	Cards for Drivers in Bihar under			
	"Mukhyamantri Vahan Chalak Kalyan			
	Yojana, 2024" scheme			
	Grand Total in Figure			
	Grand Total in Words			

Note:

- Bids quoting zero will be rejected.
- Prices should be quoted in Indian Rupee only and indicated both in figures and words. The amount mentioned in words will prevail.

(Signature of Authorized Signatory of the bidder)
Name:
Designation:
Date:

9. Appendix-1: Minimum Specification of PVC Cards

1. Material and Size of the Card

- o The Plastic Card shall be made of Poly Vinyl Chloride (PVC) with lamination (Gloss/Matt).
- Size of the card to 85.6 mm X 54.02 mm +/- 2 mm; Thickness minimum 0.7 mm. The card should be CR-80 type adhering to ISO/IEC 7810 standards.
- Color printing both side
- Front & Reverse side Variable Data
- The design and content would be intimated by the Department
- o Quality of the Cards
 - a) The finished cards shall be compatible with personalization using an appropriate good quality printing process.
 - b) Should be guaranteed for five years (after delivery to the beneficiary)
- Non-peeling of the overlays on use
- o Non-breakage due to the card material becoming brittle
- o Non-leakage, non-smudging, non-erasure of the text and Image
- The finished cards should be of excellent quality, meeting the quality test standards. The Department may test samples from the supplied lots from a third-party agency.
- o Agency shall ensure that the supplied finished cards should be of excellent quality such that they adhere the test procedures as laid out in ISO 10373-1: 2020. Along with the sample, a certificate to this effect shall be provided by the Agency from any government approved laboratory.

2. Printing

 Static information and Personalization printing should be done using appropriate good quality printing technology

3. Data to be printed on the Cards

The Department shall provide the artwork to be used for static information printing. The Agency is responsible for adhering to the specifications of the artwork.

4. Front Side:

o A unique ID no. will be generated automatically after approval of the competent authority.

State Code	District Code	Driving Vehicles Category (HMV/LMV/etc)	Driver Code
BR	XX	HMV/LMV/etc	00000001

- $\circ~$ 6-8 Different Variables like name & other information need to be displayed
- All necessary information/instruction of the printed card should be in Bi-lingual (Hindi & English language).

5.Reverse Side:

- The reverse side of the card should contain the required information as mentioned in Sl. No.6: Card Layout
- o One QR Code to be printed on the front side of the card

6. Card Layout:

The design of the card on the **front side** shall include the following data fields in visual form

<mark>मख्यमंत्री वाहन चालक कल्याण योजना, 2024</mark> चालक पहचान पत्र जारीकर्ता परिवहन विभाग, बिहार सरकार कार्ड नं. : BR-01-LMV-0000001 : XXXXXXXXXXXXXXXXXXXX Name XXXXXXXXXXXXXXXXXXXXX जन्म तिथि : XXXXXXXXXXXXXXXXXXXX रक्त वर्ग XXXXXXXXXXXXXXXXXXXX चालक लाइसेंस नं.: XXXXXXXXXXXXXXXXXXX मोबाइल नं. : XXXXXXXXXXXXXXXXXXXX से वैधता : XX/XX/XXXXतक वैधता : XX/XX/XXXXअधिकत हस्ताक्षरकर्ता निर्गत प्राधिकार: DTO-xxxxxxxx, Govt. of Bihar

The design of the card on the **reverse side** shall include the following data fields in visual form

निर्देश/Instructions

1. इस कार्ड का उपयोग केवल उक्त योजना के लिए किया जाएगा।

2. फोटो /पता पहचान प्रमाण के रूप में यह कार्ड नहीं किया जा सकता।

3. यह कार्ड हस्तांतरणीय नहीं है।



हितकारी पता : XXXXXXXXXXXXXXXXXXXXXXX

XXXXXXXXXX

हेल्पलाइन नं : 1800-xxxx-xxxx

वेबसाइट : www.xxx.xx

Note:

- i The Layout design may vary at the time of execution of the project as per the Department's decision.
- ii The Agency / Agency should certify in writing that the design / color scheme of the PVC card being printed for the Transport Department, Government of Bihar is not used/shall not be used by the Agency for any other Organization / Entity under any circumstances. Any violation of the same will be liable for action under the law which shall entitle the Transport Department, Government of Bihar to claim damages apart from taking action under the appropriate Law.