

Expression of Interest (EoI)
for
Selection of System Integrator for Implementing ERP

BharatNet Phase II Implementation, Gujarat

Reference No: GFG/DST/BharatNet/ERP/2019/401

25th July 2019



Gujarat Fibre Grid Network Limited (GFGNL)

A Government of Gujarat Company

Block No: 1, 8th Floor, Udyog Bhavan, Sector-11, Gandhinagar 382010

Table of Contents

Introduction..... 3
 Purpose of EoI..... 4
Important dates 5
Instructions for submission of Expression of Interest7
EoI Selection process 8
 Eligibility Criteria.....10
 Technical Evaluation Criteria 11
Scope and Requirements 12
Proposed Timelines for ERP applications 22
Payment Terms 23
Penalties..... 23
Annexures: EoI Response Formats 25
 Bid Document checklist 25
 Annexure I: Cover Letter..... 26
 Annexure II: Bidder Information Sheet..... 27
 Annexure III: Self-declaration -Undertaking of not being barred by any State/ Central
 Government/PSU..... 28
 Annexure IV: Format for Bank Guarantee format for Earnest Money Deposit (EMD) 29
 Annexure V: Bank Guarantee for Performance Bank Guarantee (PBG)31
 Annexure VI: Financial Bid Format..... 33

Introduction

The Gujarat Government has setup a Special Purpose Vehicle (SPV) namely “Gujarat Fibre Grid Network Limited” (GFGNL) to implement Phase-II of BharatNet Project in Gujarat. This SPV has been created to synergize with the efforts of Government of India under the National Optical Fiber Network and Digital India initiative and make focused efforts to actualize a state-to-village fiber grid and to facilitate building common Government owned infrastructure to provide internet facilities to residents of State of Gujarat.

The Gram Panchayats (GPs) to be connected under BharatNet Phase-II has been divided into two packages, each containing a group of GPs for convenience of implementation. As part of the scope a total of 7692 GPs spread over 22 districts in Gujarat shall be connected over the proposed fibre grid. GFGNL intends to create OFC infra highway by laying Optical Fibre Cable connecting all block with Gram Panchayat, including supply & installation of electronic equipment’s to enable the intended services.

GFGNL through separate tenders¹ has already selected Project Implementing Agencies (PIA) for both the packages for implementing the entire project on Engineering Procurement and Construction (EPC) basis. The PIA’s shall be responsible for “Survey, Design & Planning, Supply, Installation, testing and commissioning of OFC (Underground and Aerial) GPON Network with equipment’s, transport network, end to end integration and also, to undertake the responsibility for Operations & Maintenance (O&M) and facilitating service provisioning of the established network for 5 years from the date of Go Live on turnkey basis.

Along with that, GFGNL through a closed tender among empaneled agencies selected a third party audit agency (TPA) for validating the entire execution done by PIA. TPA agency shall inspect, verify, certify and monitor the timely execution of the entire network including OFC laying, Equipment installation & integration with state NOC as per the TEC GRs and Engineering Instructions mentioned in detail in RFP for selection of PIAs, material inspection, service level management and Inspection of OFC routes during digging, trenching, ducting, reinstatement, OFC blowing, splicing & testing as per the scope mentioned in the respective RFP.

Agencies selected for Project Implementation and auditing are:

- ITI limited as PIA for Package A
- GTPL Hathway Limited as PIA for Package B
- TCIL as TPA for both the packages

Prospective bidders are encouraged read through the RFPs floated by GFGNL for selection of PIAs to develop further understanding of project objectives, methodology, milestones and execution along with the roles & responsibilities of different agencies involved in the project. The mentioned RFP documents are available at <https://dst.gujarat.gov.in/tender.htm>.

¹ Request for Proposal (RFP) for Selection of Project Implementing Agency for BharatNet Phase-II project in the State of Gujarat under Gujarat Fibre Grid Network Limited (Package A)
Request for Proposal (RFP) for Selection of Project Implementing Agency for BharatNet Phase-II project in the State of Gujarat under Gujarat Fibre Grid Network Limited (Package B)

Purpose of EoI

Gujarat Fibre Grid Network Limited (GFGNL) through the Request for Proposal (RFP) for Selection of Project Implementing Agency for BharatNet Phase-II project in the State of Gujarat under Gujarat Fibre Grid Network Limited (Package A) mandated the selected agency to implement IT applications to support project execution and operations requirements of the RFP. This included implementation of following applications:

- Project Management Tool
- GIS
- Mobile Application for Project and O&M phase
- Web Portal
- ERP (including HRMS & Payroll, Inventory Management, Document Management System, Customer Relationship Management and finance and Accounts)
- NMS (Network management System)

Out of the above-mentioned applications, the scope of supplying and installing ERP application along with development of Web Portal for GFGNL and Project management tool for project execution was curtailed as the system integrator (SI) failed to deliver functionality on time as sought in the RFP. This delay significantly affected the GFGNL's internal processes for employees and in turn the field level project progress.

Currently GFGNL through its project implementing agencies have completed approx. 10500 km of trenching & ducting with 5000 km of OFC laying on ground. In absence of any financial reporting system, GFGNL is facing difficulties in accurately tracking the financial disbursements made to project implementation agencies against the actual on groundwork executed. Besides, GFGNL is also having difficulties in monitoring field supervision done by its engineers and third party audit agency (TPA).

In addition to that, GFGNL has on-boarded approximately 60 professionals from private sector to build in house capacity and execute the BharatNet Phase II project. As per mandate, GFGNL has positioned employees in all districts under the project scope and have created zonal offices to efficiently manage the project execution and operations. In absence of internal human resource processes, employees placed at different locations have to rely on paper-based trails or mail communication for daily approvals and more so the leadership does not have a mechanism to track their field activities.

It was envisaged in the said RFP (Request for Proposal (RFP) for Selection of Project Implementing Agency for BharatNet Phase-II project in the State of Gujarat under Gujarat Fibre Grid Network Limited (Package A)) that a single product shall cater to the internal human resource requirements along with the project monitoring requirements by capturing the financial transactions. The most critical aspect of the envisaged application was to have a business process workflow cutting across all processes and approvals thereby making a comprehensive repository of project related documents.

Given the project status, the approach chosen and the purpose of the EoI is to select a partner who has past experience of deploying ERP for projects of such nature and possess out of the box solution, built on single platform which is ready for immediate deployment for GFGNL as per the scope mentioned in the EoI document.

The successful bidder will then have additional six (6) months' time from the award of work to develop additional modules and integration with other applications to completely deliver the scope (Refer proposed timelines & scope mentioned in this EoI document for detailed milestones).

Important dates

Gujarat Fibre Grid Network Limited (GFGNL) invites eligible firms / companies to indicate their interest in providing the services in conformity to this document. The particulars of Expression of Interest document are:

S No	Information	Details
1.	Name of the work	Expression of Interest (EoI) for Selection of System Integrator for Implementing ERP (Reference No: GFG/DST/BharatNet/ERP/2019/401)
2.	EoI Availability	EoI can be downloaded from 25.07.2019 https://dst.gujarat.gov.in/tender.htm
3.	Bid processing fee	Rs 6000 (Rs Six Thousand Only) In the form of Demand Draft in favour of "Gujarat Fibre Grid Network Limited" drawn on any scheduled bank and payable at Ahmedabad/ Gandhinagar
4.	Contract period	Execution and Operation & Management phase (5 years)
5.	Earnest Money Deposit (EMD)	Rs 3,00,000 (Rs Three Lakhs only) Demand Draft in favour of "Gujarat Fibre Grid Network Limited" drawn on any scheduled bank and payable at Ahmedabad/ Gandhinagar OR EMD in the form of bank guarantee of validity for 180 days from the due date of bid submission in favour of "CFO, Gujarat Fibre Grid Network Limited" from <ul style="list-style-type: none"> • All Nationalized banks including the Public sector banks - IDBI Ltd. • Private sector banks - AXIS Bank, ICICI Bank and HDFC Bank
6.	last of date of EoI response (bid)submission	Response to EoI should be submitted before 12:00 pm hrs on 16.08.2019 at the below mentioned address Chief Finance Officer (CFO), Gujarat Fibre Grid Network Limited (GFGNL), Block No: 1, 8th Floor, Udyog Bhavan, Sector-11, Gandhinagar: 382010
7.	Opening of EOI	16.08.2019 at 02:00 pm Gujarat Fibre Grid Network Limited (GFGNL) Block No. 1, 8th Floor, Udyog Bhavan, Sector 11, Gandhinagar-382010 In the presence of Representatives of applicants who wish to remain present.
8.	Date of Technical Presentation	19.08.2019 at 03:00 pm
9.	Opening of Commercial Proposal(s)	To be communicated to eligible bidder on a later stage

Venue for Technical Presentation

Committee room
Department of Science & Technology
Block No.7, 5th Floor,
New Sachivalaya, Gandhinagar

Interested bidders may obtain further information at following address:

Office of Head/Director (Technical & Infrastructure),
Gujarat Fibre Grid Network Limited (GFGNL)
Block No. 1, 8th Floor, Udyog Bhavan,
Sector 11, Gandhinagar-382010

Instructions for submission of Expression of Interest

1. Bidders shall read thoroughly the guidelines provided in this document before preparing EOI proposal/response.
2. Bidders who meet short listing criteria given in this document shall prepare EOI as per the guidelines given in this document. If the bidder feels to submit certain information not covered in the guidelines would be in his interest, he may submit such information. But required details as per EOI document must be submitted in stipulated formats only.
3. Duly response complete in all respects must be submitted together with a Cover letter not later than specified date & time mentioned in this document. Documents in support of all qualification information shall be submitted with application as required.
4. The response to EoI shall be the basis of drawing up a shortlist of eligible firms who will be qualifying for evaluation of financial proposals for services required.
5. The response to EoI and all related correspondence and documents should be written in the English language only. Supporting documents and printed literature furnished by Applicant with the Application may be in any other language provided that they are accompanied with translations in the English language. Supporting materials, which are not translated into English, may not be considered. For the purpose of interpretation and evaluation of the application, the English language translation shall prevail.
6. GFGNL reserves the right to accept any or all bid and to annul the EoI process or to reject all bids at any time prior to award of contract.
7. GFGNL reserves the right to modify the evaluation process at any time during the EoI process, without assigning any reason, whatsoever, and without any requirement of intimating the Bidder(s) of any such change.
8. The response to EoI shall provide all the information sought under this qualification Document. GFGNL would evaluate only those responses that are received in the required format and complete in all respects. Incomplete and/or conditional Applications shall be liable to rejection.
9. No claims whatsoever will be entertained if submission is not received by due date and time.
10. Responses to EoI shall be submitted under a sealed envelope clearly marked as “**Reference Number: Reference No: GFG/DST/BharatNet/ERP/2019/401 Expression of Interest (EoI) for Selection of System Integrator for Implementing ERP**”, along with the name and address of the firm. The outer sealed envelope shall further have three (3) separate envelopes sealed namely Envelope-A, Envelope-B and Envelope-C.
 - “Envelope-A” shall contain the EMD & DD
 - “Envelope-B” shall contain the Technical proposal
 - “Envelope – C” shall contain the financial proposal
11. The response to EoI should reach the prescribed address mentioned through courier or in person and before the last date as mentioned in the EoI document. Any response to EoI received by GFGNL after the deadline for submission shall be returned unopened. GFGNL shall not be responsible for any postal or courier delays.
12. An authorized representative of the bidding firm shall sign the original submission letters in the required format for EOI submission and shall put initials on all pages with company seal/stamp.
13. All contents of the response to EoI should be clearly numbered, indexed and arranged in a sequence and shall be bound firmly.
14. All costs incurred by the Bidder in the preparation, submission and presentation, etc. of the proposal shall be absorbed entirely by the Bidder. All responses along with the supporting document submitted by the Bidder in response to this EOI shall become the property of GFGNL.

EoI Selection process

1. GFGNL through this Expression of Interest process intends to consider those potential bidders that have the requisite capability and competency, in terms of technical strengths and readily available out of the box solution for scope defined as mandatory and also experience of carrying out similar projects to address this urgent requirement of ERP solution for GFGNL.
2. No joint venture or consortium of firms is allowed to participate in this EoI. No subcontracting of work shall be allowed.
3. All the bidders shall be assessed against the eligibility criteria as mentioned in the EOI.
4. Bidders having their EMD & DD in order and fulfilling eligibility criteria shall be required make a presentation and live demonstration of their proposed out of the box solution to GFGNL evaluation committee as per the dates specified in the EoI document.
5. The presentation and live demonstration of proposed product shall be evaluated against the technical evaluation criteria mentioned in the EoI document. The duration of presentation shall be 30 minutes excluding the questions & answers with the committee.
6. As part of EoI Presentation and product demonstration, bidder shall
 - a) Present the minimum requirements as per EoI technical evaluation criteria which are non-negotiable
 - b) Bidder shall obtain extra marks on demonstration of additional useful features for the project other than those mentioned but are useful to project.
 - c) However, in that case bidder is mandated to provide those features to GFGNL along with the proposed product with required licenses for GFGNL and the same needs to be considered in the price bid. No additional price consideration will be given for added features.
 - d) Bidder should also note that it will be assumed that all features shown as part of technical presentation (for scoring) are part of solution delivery and are included in the price bid.
 - e) Such solution(s) not meeting the minimum requirements shall not be taken to the next stage of financial bid evaluation.
7. Time slot for 30 minute presentation and live demonstration to GFGNL shall be communicated to eligible bidders at a later stage (Tentatively next day after bid submission).
8. Only bidders meeting 100% conformity to GFGNL's bare minimum requirements as mentioned in the technical evaluation criteria shall be eligible for financial evaluation.
9. After the evaluation of the Technical and financial proposals, combined evaluation will be carried out as per below mentioned methodology:

For combined evaluation, the following abbreviations are used –

- Ts = Technical score
- Fm = Lowest evaluated financial proposal
- Fs = Maximum financial score
- F = Price of the proposal under consideration
- T = Weight given to the Technical Proposal
- P = Weight given to the Financial Proposal
- S = Combined score

The combined evaluation will be carried out as follows –

The lowest evaluated Financial Proposal (Fm) will be given the maximum financial score (Fs) of 100 points. The financial scores (Fs) of the other financial proposals will be computed as per the following formula -

$F_s = 100 \times F_m / F$, in which F_s is the financial score, F_m is the lowest price and F the price of the proposal under consideration.

Proposals will be ranked according to their combined technical (Ts) and financial (Fs) scores using the weights (T = the weight given to the Technical Proposal; P = the weight given to the Financial Proposal; T + P = 100), which is S (combined score) = $T_s \times T\% + F_s \times P\%$.

The weights given to the Technical and Financial Proposals are:

T = 40 and P = 60

10. GFGNL may seek such clarification/information/document as may be required for it to satisfy the eligibility of the bidders. Failure on the part of the bidder to submit such information within the stipulated time, may entail cancellation of the bid of such bidder
11. If any information provided by the Bidder is found to be inaccurate at any stage of the EOI process, GFGNL may, at its discretion, reject the offer of and no correspondence will be entertained in this regard. Submission of wrong and / or false information may also disqualify the Bidder from any future work from GFGNL.
12. GFGNL reserves the right to cancel the EoI process.
13. This EoI does not constitute an offer by GFGNL.
14. The bidder's participation in this process may or may not result in the Purchaser selecting the bidder to execute the project.
15. The EMD of unsuccessful bidders will be returned by the GFGNL, without any interest, as promptly as possible on signing of contract with the selected bidder or when GFGNL cancels the bidding process. In such cases bidder shall have to collect the EMD from GFGNL, with prior notification to GFGNL about date & time for collection and requisite approval for the same from of GFGNL.
16. The successful bidder who is awarded the contract shall be required to deposit a Performance bank guarantee (refer annexure V) @ 10% of the total value of the contract in the form of Bank Guarantee from any scheduled bank in favour of "CFO, Gujarat Fibre Grid Network Limited, Gandhinagar (from all Nationalized banks including the Public sector banks - IDBI Ltd. Or Private sector banks - AXIS Bank, ICICI Bank and HDFC Bank) within 7 days of award of work, covering the period of contract and 180 days beyond the contract period. In case, the contract is further extended beyond the initial period, the Bank Guarantee will have to be accordingly extended/renewed by the successful agency/bidder. All incidental charges whatsoever such as premium, commission etc. with respect to the Bank Guarantee shall be borne by the successful bidder. Non deposit of PBG within the stipulated time shall render the award of contract invalid at the discretion of GFGNL.
17. The successful bidder shall sign a contract with GFGNL within 7 days of receipt of proforma contract from GFGNL; failing which their EMD and/or performance bank guarantee (PBG) shall be forfeited.
18. GFGNL's decision to scrap the tender or negotiate with the second bidder (as per the final ranking) shall be binding on the first bidder.

Eligibility Criteria

S No	Criteria	Supporting Document
	Eligibility Criteria	
1.	The entity should be either registered as a Company under Companies Act 1956/ 2013 or as a Partnership (including Limited Liability Partnership) under Partnership Act, 1932 as the case may be, for at least 3 years as on last date for submission of EoI response.	<p>Certificate of Incorporation in respect of the applicant organization issued by Registrar of Companies or a partnership deed duly registered under the Partnership Act</p> <ul style="list-style-type: none"> •Certificate of Commencement of business •Certificate consequent to change of name, if applicable
2.	The bidder should have an average annual turnover of at least Rs 50 Cr during each of the last 3 financial years (2016-17, 2017-18 & 2018-19) from IT services business which includes software development, customization, implementation and post implementation support, as on 31st march 2019	Certificate from the Statutory auditor / CA clearly specifying the annual turnover for the specified years
3.	The bidder and the OEM should not have been barred from participating in any tender/ providing services/procurement process or supply of materials by an organization/department/office/ PSU/ board or corporation of either Government of India or any state government .	Self-Undertaking by the bidder and the OEM Refer format (Annexure III)
4.	The bidder should have CMMi level 3 or above certification valid as on bid submission date	Valid copy of the Certificate
5.	<p>OEM Eligibility: Propose Open Source* ERP must be necessarily having a community participation and should have more than 300 forks on Github.com OR Proposed COTS** ERP OEM must have annual global turnover of Rs. 10,000 Crore</p>	<p>In Case of Open Source: Copy of snapshot of repository page of GitHub.com. In Case of COTS OEM: Copy of audited accounts or Turn Over certificate issued by CA</p>

*Open-Source ERP means software for which the source code is made freely available and may be redistributed and modified. Bespoke or owned developed solution will not be considered as open source ERP. Commercial Off-The-Shelf (COTS) **refers to software products that are ready-made and available for sale, lease, or license to the public. PHP based ERP solutions shall not be accepted.

Technical Evaluation Criteria

Bidders are required to demonstrate below mentioned technical prequalification specifications for proposed solution. The bidder is required to demonstrate these minimum features as part of technical evaluation to qualify for financial bid. It is expected that these minimum functionalities shall be available on day zero (o) of product deployment.

Bidders should not invest much time for company information and past experience and are encouraged to make thoughtful use of allocated 30-minute slot.

S No	Criteria	Marks
Demonstration of Proposed Solution		
	The proposed application must (have)	Marks
HR & Payroll Management		
1.	Provision for an employee to view his/her profile and update required details not limited name, age, gender, personal and emergency contact details , past employment details, educational qualification, date of joining, designation, etc. with a facility to upload relevant document as picture or pdf.	5
2.	Provision to generate employee code and segregate between group of employees (management and operational staff) for salary processing Provision to generation of pay slips as per his/her attendance and holiday calendar for the said month	5
3.	Provision to apply leaves with email intimation to supervisor role , show leave balances and apply past attendance with one level approval configurable workflow with email notifications to applicant as well as approver	5
4.	Provision to provide leave and attendance reports to supervisory roles as per organizational structure	5
5.	Provision to apply for reimbursements, travel claims , etc. and a facility to attach relevant documents with more than one level configurable approval workflow with email notifications to all roles on change of status of application	5
6.	Tour Diary: Provision to capture findings as per field visits of employees with ability to notes, pictures, documents, etc. with exceptions and with more than one level configurable approval workflow with email notifications to all roles on change of status of record	10
7.	Provision to import data in to the system in the form of CSV, excel file, etc.	5
Bill payment processing system		
8.	Provision for receiving invoice online from project executing agency and processing payment for GP or group of GP (refer #19 scope & requirements for details of billing process)	10
9.	Reports for invoice paid /in process/pending filtered for specific vendor & GPs/Groups of GPs	10
10.	Web Portal design for organization, comprising of <ul style="list-style-type: none"> • Static and dynamic information about organization, • Dashboard highlighting project execution progress , preferably map based • Employee corner, events, guidelines, notifications, latest news, etc. • Facility to manage lifecycle of tenders, job postings, etc. • Role specific dashboards 	10
11.	Document Management :Provision of creating repository of documents uploaded by users or collected as part of workflow with for user to search indexed documents	5

S No	Criteria	Marks
12.	BPM and integrated Workflow process capabilities	5
13.	Document Management functionalities	5
	Additional Features	
14.	Any extra feature in line with project requirements	15
	Total	

The minimum qualifying score in technical evaluation is 60 marks out of 100 marks and only those bidders who secure the minimum 60 marks shall be eligible for financial evaluation.

Scope and Requirements

Gujarat Fibre Grid Network Limited (GFGNL) intends to procure services of a competent firm for implementing an ERP system for BharatNet Phase II implementation with five (5) years of operations & Management.

The scope of work envisaged by GFGNL for Implementation of ERP Solution is as given below:

1. The selected agency shall be responsible for Supply, installation, implementation, configuration, customization, integration and testing of Enterprise Resource Planning system and application(s) together with relevant database, licenses and other software in conformance to Industry standards as per requirement defined in this EoI document.
2. The selected agency shall have to perform onsite development i.e. from GFGNL office premise. GFGNL shall provide seating space, desktops/workstations and connectivity to the deployed personals including connectivity.
3. Post award of work GFGNL shall provide basic employee data; leave data and salary structure in CSV/Excel format along with TA/DA and reimbursement policies in text document format.
4. Post finalization of design for web portal, GFGNL shall provide approved content for web portal. The web portal should be browser independent and responsive to mobile screens as well.
5. SI shall have to factor in resource mobilization as per the project timelines and complete the SRS study as part of continual process along with the development & deployment of modules.
6. The SI needs to provide the operational and maintenance support for the systems that are implemented and being used before Go Live
 - The selected agency shall deploy software professional for complete contract period at GFGNL office in Gandhinagar to support lifecycle requirements of provided ERP solution.
 - The deployed staff shall be a mix of application development, application support, application administration, data management, System and Data base administration etc. professional trained on the proposed application as per requirement of GFGNL project.
 - The deployed mix of resources should be capable of handling day-to-day requests related towards application, system and server administration, data base management, back up management, updating and administration of ERP Solution, etc.
 - The selected agency shall have to mobilize the additional resource (L2 Level) as when required during contract period at no additional cost to GFGNL.

- At no time, remote access of application deployed for GFGNL shall be provided to the selected agency. The resources deployed for O&M phase should have knowledge of deployed application as well as custom development done for GFGNL.
- The proposed resources should have a minimum of three (3) years of ERP implementation experience. Below is the minimum indicative number of resources to be stationed at GFGNL. The bidder is required to provide manpower as per actual requirements and the scope of work mentioned in the EoI document. GFGNL shall not pay any cost for additional resources deployed.

Project Phase	Number of resources
Execution phase	5
Operations & Management Phase	2

- In case deployed resources are found incompetent, the selected agency shall replace such resources within 15 days on receiving a notice from GFGNL.
 - The support will address all user level queries, fixing bugs, enhancements, changes to configurations, customizations, patch updates, upgrades, database administration, security etc. The Operation & Maintenance of the Overall System Solution (including but not limited to System Software, Application Software and other Infrastructure) shall be for the entire contract tenure.
 - In addition, the bidder shall provide one (1) full time developer resource for one (1) year to cater to the additional requirements which are not captured in this EoI document and which will known after SRS study is completed for the next one year as part of continuous development. During the O&M phase, 250 man-hours of offsite development work shall be provided by GFGNL, in case GFGNL wants to add any functionalities.
7. The selected agency conduct training sessions on ERP modules and application(s) developed and deployed as and when required in GFGNL office at Gandhinagar.
 8. The selected agency shall provide Annual Maintenance contract (AMC) of the proposed solution for 5 years.
 9. The selected agency shall support migration of existing data available at GFGNL and other migration requirements during the contract period.
 10. The selection agency shall develop User specific dashboards, workflows, templates, Dashboard and MIS reporting as per GFGNL's requirements
 11. The selection agency shall perform administration, access and user rights etc. for deployed applications.
 12. The selected agency shall be responsible to extend support to migrate data to any 3rd party software which will be procured by GFGNL after completion of contract period or in the event of termination of contract.
 13. The selected agency shall be responsible to liaison with State Data Centre, Gandhinagar for all deployment and maintenance related activities for deployed software. All application should meet compliance standard of SDC, Gandhinagar.
 14. The selected agency shall provide following documents during the project implementation & operations phase:
 - User manuals and Self-help training material for application(s) installed.

- Installation & Configuration manuals for all modules/installations
 - Data base schema, application architecture, table structure, etc. during exit from project
 - Any other document(s) required by SDC, Gandhinagar as part of compliance
 - Any other application performance, data migration plan and/or bugs fixation report required by GFGNL
15. The ERP solution should seamlessly integrate with other system like payment gateways/ ePayment channels, etc. to enable complete view of necessary information
16. The selected agency will have to perform API integration(s) as per requirement with other systems of GFGNL (GIS, NMS, etc.) during the contract period at no additional cost to GFGNL

Refer <https://dst.gujarat.gov.in/tender.htm> for RFP documents for procurement of other solution components

For detailed interaction of three component, please refer the detailed software scope mentioned in this EoI Document and the RFP floated for selection of PIA available at (https://dst.gujarat.gov.in/Images/pdf/RFP_Gujarat-BharatNet-Phase-II_23rd-March-2018-Package-A.pdf)

Expression of Interest (EoI) for Selection of System Integrator for Implementing GIS Solution <https://dst.gujarat.gov.in/Images/pdf/EoI-Selection-of-System-Integrator-for-Implementing-GIS-Solution.pdf>

The detailed functional specification for the project are as described following:

17. The System should support basic human resource related requirements of GFGNL not limiting to the following:
- a. Leave application and reconciliation supported with configurable workflow for request, rejection and approval.
 - i. The system should support email notification(s) for leave application and approvals
 - ii. The system should applying past attendance with supervisor's approval
 - iii. The system should provide leave reports (balance leaves, leaves taken, etc.) for supervisor's role for his/her team
 - iv. The system should allow provision of notifying other employees in case of leaves
 - b. The system should support raising claims for travel and other expenses as per GFGNL policies. There should be a configurable workflow with email notifications highlighting events such as application made, application approved/ rejected (with reasons), application pending, etc.
 - c. The system should support employee lifecycle events such as onboarding, probation, leaves, performance appraisal, transfers, separation, etc.
 - d. The system should payroll processing for GFGNL employees and generation of pay slips as per his/her attendance and holiday calendar for the said month.
 - i. The pay slips of the employee shall capture basis details including but not limited to name, designation, post, place of posting, date of joining, leave balance, bank account, PAN and UAN number, etc.

- e. In case an employee in on long leave, the system should allow assigning additional duties to another employee (of same, lower or higher hierarchical level). This would mean all workflows mapped to employee going on long leave, shall be assigned to another employee. The another employee shall be able to act only on new request(s) created post the date of role addition.
- f. The system should support performance appraisals for GFGNL employees

Sr. No.	Functional Requirement
1.	The system must be able to publishing of vacant positions on a web portal, support for eligibility criteria for all grades, support for reservation norms of the Government (State and Central), ability to print call letters, appointment orders and regret letters for candidates, ability to route the manpower requirements through various levels of approvals.
2.	The system must have the ability to employee database such as maintain the employee master data covering all relevant fields and information, to incorporate the existing system for generation of employee ID, to automatically monitor dates for HR processes (for ex. Date of increment, date of joining from leave, date of performance review etc.), to maintain service file documents with all the personal details of the employee
3.	The system must be able to manage the entire employee lifecycle from managing the joining and onboarding process, managing probation, to managing performance appraisal and promotion, transfers and separation
4.	The system must be able to record medical and other reimbursements, compensation & benefits accorded to employees, provision for discipline management, manage trainings and related activities, manage legal aspects related to HR.
5.	The system must be able to calculate employee salary, capture investment details of employees for income tax purposes, calculate, finalize, prevent duplication of claims and calculate reimbursement, advances, encashment and allowances, and pay incentive/award through payroll
6.	The system must capture the Employees Master Data relating to payroll with a flexibility to override
7.	The system must comply with all statutory requirement (PF, etc.), Income Tax requirements applicable, State Tax related requirements – maintain registers, make entries, keep employee details related to accounts, etc.
8.	The system must provide for manual update of attendance, capture leaves and related information, be capable of calculating leaves for employees at various levels and grades and integrate with a biometric attendance system, as an when deployed

- 18. Tour Dairy:
 - a. The system should allow capturing tours & field visits done by GFGNL employees with configurable workflow for approvals.
 - b. The module should support attaching pictures, documents, etc. and highlighting exceptions.
 - c. The diary filled by employees shall be approved by next two (2) officers higher in the hierarchy capturing their mandatory comments as well.

- d. The users shall have a MIS dashboard with an ability to view and search entries for a group of districts, individual districts, taluka, GPs, etc. along with selection criteria as per exception type and date ranges.
 - e. Exceptions captured by field staff should result in penalties at the time of billing with due approvals from GFGNL office bearers.
 - f. The system should allow downloading all field entries as an csv or pdf with the pictures and documents
19. The system should support invoicing and billing requirements of GFGNL
- a. The system should allow project implementation agencies to raise invoice/bills using online module
 - b. The bills will be raised for a GP or Group of GPs blockwise. For each GP, payment will be milestone based and is split in five phases.
 - c. Bills raised for GP or group of GPs shall undergo an internal multi-tier administrative approval workflow.
 - The bills are submitted by project implementation agencies to the concerned GFGNL DGM for that block/GP.
 - The Manager/Engineer from the field confirms the findings on the ground and submits the compliance report to DGM.
 - In addition parallel to this, the third part auditor also provides the compliance report for the said work.
 - The DGM upon examination of these findings submits a note for approval of the bills to GM
 - GM, post his satisfaction submits the note for approval of Head/ Director (Technical & Infrastructure) which is forwarded for Managing Director.
 - Post principal approval of MD, GM prepares a sanction order clearly specifying the amount to be paid to the implementation agency after applying penalties.
 - d. The system should support generation of office order/sanction note for the bills approved.
 - e. The system allow disbursement of funds as per sanction orders
 - f. The system should support bill processing based on the below mentioned rules, SLA reports from NMS. (For details of payment schedules refer RFP floated for selection of PIA available at (https://dst.gujarat.gov.in/Images/pdf/RFP_Gujarat-BharatNet-Phase-II_23rd-March-2018-Package-A.pdf))
 - g. The system should have provision to maintain GP wise and block wise payment progress
 - h. The system should have provision to maintain GP wise, Block wise and contract wise penalty and withheld amount.
 - i. The system should provide other general functions available in standard ERP

The payments schedule followed by GFGNL is as follows:

Payment Milestones	Payment	Documentary Evidence
Advance	10% of Capex cost (As per quoted in of Financial Bid as per the package)	Against submission of additional BG of 110% of mobilization advance

Payment Milestones	Payment	Documentary Evidence
End-to-End connectivity for individual GPs	<p>a. 80% of Capex cost (discovered cost per GP from Financial Bid from its respective package)* Number of Live GPs</p> <p>b. Of aforementioned part payment (point a) 80% will be paid on bill submission once GP is Lit ON. Remaining 20% of it will be paid post TPA audit and deduction in rates (if applicable) due to noncompliance with depth to be achieved for fibre cable laying for respective soil strata type</p>	<ul style="list-style-type: none"> • Copy of Duly Signed and Stamped, Installation ,Commissioning and testing Report from NMS, • Certification by TPA authorized by GFGNL for the fibre laid. • OTDR link test reports, power on, post, FAT report approved and certificate issued along with configuration reports by TPA authorized by GFGNL, • As Built Diagram (ABD report), • Monthly Progress Report • For GP level billing, no. of GPs will be clubbed for a week period
GFGNL Authorized TPA's approval on Fibre Laid	10% of Capex cost (discovered cost per GP from Financial Bid from its respective package)* Number of live GPs / Total Number of GPs	Certificate issued by GFGNL Authorized TPA's
Post Go live of Project(all GPs included)	100% of O&M cost of respective year for specified package of the project to be paid in equal instalments on Quarterly basis in arrears, based on SLA achievements after deducting penalties if any.	Monthly SLA reports from NMS

Sr. No.	Functional Requirements
	Financials
	General Ledger
1.	The system must support general ledger functions such as creation, inactivation of account codes

Sr. No.	Functional Requirements
2.	The system should support temporary locking of transactions and facility to not allow transactions after period is permanently closed
3.	Availability of Financial Statements including schedules (all value details and possible quantity details) from the system in accordance with the latest Companies Act provisions/IFRS/GST/Income Tax Act
	Payables
4.	The system should support payables features such as creation of advance order, approval/ validation of payables invoices, security deposits, penalty adjustment, debit note/ credit note generation and retention money with multi-level hierarchy approval including work certification provisions
5.	Ability to interface with banking systems to facilitate e-payments
	Receivables
6.	The system should support centralized customer master with customer classification and capturing of registration details (PAN, GST, TAN, etc.) and automated generation of Debit Notes / Credit Notes raised/issued to customers against Order Acceptance, Work Order, Insurance, security deposits recoverables, etc.
	Assets
7.	Assets system integrated with payables and projects systems for asset creation including flexibility for stand-alone asset addition in the Assets system in accordance with Companies Act requirements and Income Tax Act requirements and IFRS compliance without duplication of effort.
	Cash Management
8.	Integrate bank reconciliation system with the payment and collection recording modules to eliminate any duplicate data entry and ability to run automated daily cash/funds forecasting in system capturing inflows and outflows as per data in system
	Taxation
9.	Flexibility in the system to adopt all changes introduced by government towards statutory recovery and payments such as TDS GST, surcharges, duties, etc. and ensuring compliance (including accounting, reporting and filing) for taxes.
10.	Ability to generate invoices as per prevalent taxes and ability to apply TDS details as per the services provided by the vendor

20. Web Portal for GFGNL

Sr. No.	Functional Requirement
1.	Web Portal should be SSO enabled interface, this interface shall be used to sign in to the GIS and NMS applications developed for GFGNL
2.	Web portal must have updated static and dynamic data of GFGNL
3.	Web portal should have sections to upload Job Openings

4.	Web portal should have a system for listing the latest tenders/EoIs floated by GFGNL. The user should have a facility to download the tender from here.
5.	Role based access: Once the user is successfully authenticated, s/he will be redirected to the required software platform to access functionality. The user will be allowed to access functionalities as defined in his/her user based access policy.
6.	The requirement of the organization would continue to evolve and the selected agency would have to accommodate the same without any additional charges through deployed manpower.

21. Configurable Document Management System

1. The objective is to create centralized Document Management repository which will allow easy archival and retrieval of the documents archived into the system.
2. The DMS is only for record keeping and dash boarding purposes.

Sr. No.	Functional Requirement
1	Document Management System (DMS)
	<ul style="list-style-type: none"> ▪ Centralized repository for all document, application forms, citizen documents, reports, operational manuals, etc. across GFGNL
	<ul style="list-style-type: none"> ▪ Capability to support separate Document/Image server for better management of documents and shall have capability to store only metadata information in database
	<ul style="list-style-type: none"> ▪ Seamless integration with all of the Core applications and interface with other systems implemented, to be implemented at GFGNL.
	<ul style="list-style-type: none"> ▪ Allow to export documents from scanner, email & Office Automation tools like Microsoft Office documents to DMS
	<ul style="list-style-type: none"> ▪ Allow creation of custom indexing field/tags for different documents at Folder & File level
	<ul style="list-style-type: none"> ▪ The departmental officials should be able to index folders, files, letters and documents on user-defined indexes like department, Letter No, file no, year, project Id etc.
	<ul style="list-style-type: none"> ▪ Scanning module so that the scanned documents can be directly exported into the repository
	<ul style="list-style-type: none"> ▪ Scanning Module should allow officers to scan single document as well as document in bulk with facility of segregation of scanned images as different document types like letter, circular etc.
	<ul style="list-style-type: none"> ▪ Provide the standard file hierarchy structure of folders and sub-folders to allow users and groups of users to manage and organize their documents.
	<ul style="list-style-type: none"> ▪ Allow search based on different parameters like file name, folder name, project name, index fields, Full text & Wild card search
	<ul style="list-style-type: none"> ▪ Comprehensive & easy to set access rights controls at Folders & File level as well as Groups and users with inheritance

Sr. No.	Functional Requirement
	<ul style="list-style-type: none"> ▪ Allow defining multiple levels of access rights (Delete/ Edit/ View/ Print/ Copy or Download) to officers based on their profile.
	<ul style="list-style-type: none"> ▪ Maintain audit-trail of all activities being done in the system, documents etc. by users as well as administrators.
2	Configurable Business Process Management System (BPMS)
	<ul style="list-style-type: none"> ▪ Support definition of different level of rights for each level of user group involved in a process.
	<ul style="list-style-type: none"> ▪ Support a web based GUI through which workflows can be graphically designed by authorized users.
	<ul style="list-style-type: none"> ▪ Simultaneously support multiple types of workflow systems and should be able to manage and monitor multiple workflows concurrently.
	<ul style="list-style-type: none"> ▪ Support customization of workflow components so that process model can be designed and / or modified by authorized users in special scenarios or as per change in the process of any scheme.
	<ul style="list-style-type: none"> ▪ The workflow shall allow multi-step approval routing.
	<ul style="list-style-type: none"> ▪ Capability to have an escalation matrix as defined by the designated authorities for effective management of work
	<ul style="list-style-type: none"> ▪ Assign unique IDs to workflow either automatically or manually.
	<ul style="list-style-type: none"> ▪ Provide the facility for configuring the rules for defining the flow of the process.
	<ul style="list-style-type: none"> ▪ Support workflow processes for approval and send out notifications through multiple channels such as email, SMS, etc.
	<ul style="list-style-type: none"> ▪ System shall maintain separate to-do for each uses, groups etc.

22. Configurable Customer Relationship Management

Sr. No.	Functional Requirement
1	The system must allow users to raise service requests and update status of service provisioning
2	Reporting Requirements
	<ul style="list-style-type: none"> ▪ The new CRM should be capable of delivering both pre-defined and bespoke reports, ideally on any type of data held within the system. Aspirationally, the CRM will allow appropriated trained users to simply drag and drop fields from the available dataset, with both spreadsheet and graphical reports generated quickly and easily; at the very least, it should be reasonably simple for trained internal administrators with a solid grasp of the underlying technology to create reports for end users on request.
	<ul style="list-style-type: none"> ▪ Both detailed individual reports and the ability to create default and user-defined dashboard reports, showing high level information which can then be clicked through to the individual item

Sr. No.	Functional Requirement
	<ul style="list-style-type: none"> ▪ The system must allow to identify top customers (organizations), trends in billing, etc.
	<ul style="list-style-type: none"> ▪ The system must be capable of generating a dashboard of the selected fields from the report
	<ul style="list-style-type: none"> ▪ Users of CRM module shall be the execution partners and their employees on the project (GTPL, ITI Limited and TCIL India and the network partners who will utilize GFGNL assets for delivering of point-to-point dark fibre, last mile internet services. Invoices raised, SLA determined will be processed by the billing module.
	<ul style="list-style-type: none"> ▪ The system must allow reports to be exported in standard xls and pdf formats
4	Customer Data Base
	<ul style="list-style-type: none"> ▪ Contacts database, made up of individuals, roles and businesses
	<ul style="list-style-type: none"> ▪ The system must allow generation of invoices to customers on monthly, quarterly and half yearly and annual basis
	<ul style="list-style-type: none"> ▪ This system must be integrated with the Finance module Receivables

Deployment landscape

1. The selected agency shall be responsible to configure, customize, deploy and maintain an ERP system catering to a maximum of 200 users with a concurrency of 60 users. In case of COTS product proposed, no additional license fee for users up to 200 (ERP users).
2. The selected agency shall provide all required licenses of proposed solution, associated databases, all system software's(Operating System, etc.) with support for entire contract period required for the proposed COTS/ open source application.
The selected agency shall be required to intimate the compute requirement to GFGNL before deployment (i.e. Cores, RAM and storage).
The proposed software should be compatible with the virtualized environment. GFGNL shall only provide virtualized machines (VMs) with required cores and RAM.
Successful bidder shall have to bring Operating System, Environmental software with other libraries, database licenses, etc. needed to deliver the solution.
Likewise the bidder shall be responsible for O&M as well as AMC of all that which is been proposed to deliver the solution and the cost towards the O&M and AMC shall have to be factored in the price bid.
3. GFGNL shall only provide VMs with required core, RAM and storage in State Data Centre (SDC) environment (Government of Gujarat Private Cloud) with antivirus at Gandhinagar.
4. GFGNL shall provide bare cloud that supports Linux Windows OS only. SDC does not support Solaris and hence bidders are discouraged to propose and bid with Solaris system.
5. All license should perpetual and be factored in for the entire life contract period and shall be in the name of Gujarat Fibre Grid Network Limited (GFGNL).
6. SMS gateway will be provided by GFGNL. Auto email notification service be provided by the selected agency.
7. The selected agency shall have to provide the SSO and LDAP requirements as per the scope of this EoI.

Proposed Timelines for ERP applications

S No	Milestones #	Timelines (T- Date of issuance of Work order)	Deliverables
Execution Phase			
1.	Milestone #1 (a)	T+ 7 Days (calendar days)	<ul style="list-style-type: none"> Submission of request for Security audit of proposed application GFGNL shall bear the cost associated with security audit of application. Delivery of licenses as per scope
2.	Milestone #1 (b)	T+ 15 Days	<ul style="list-style-type: none"> GFGNL Web portal to be made live Supply, installation, testing and commissioning of ERP (standard features of each modules) including workflow engine and DMS to be made live Tour Diary Module Billing module Deployment of support resources at GFGNL Reports for invoice paid /in process/pending for specific vendor & GPs/Groups of GPs
3.	Milestone #2	T+1.5 Months	<ul style="list-style-type: none"> Fully functional HRMS & payroll module to be made live
4.	Milestone #3	T+3 Months	<ul style="list-style-type: none"> API based Integration/interfacing of ERP with other systems like GIS, NMS, etc. Generation of statutory financial statements from ERP
5.	Milestone #4	T+6 Months	<ul style="list-style-type: none"> Rest of the functionalities as per scope to be made live including fully functional workflow process, DMS, CRM
Operation & Management Phase			
6.			<ul style="list-style-type: none"> Five (5) years from successful implementation of milestone #4

Payment Terms

S No	Milestone	Payment
1.	Successful completion of milestone #1 (a+b)	20 % of (58% of Contract value)
2.	Successful completion of milestone #2	30% of (58% of Contract value)
3.	Successful completion of milestone #3	30% of (58% of Contract value)
4.	Successful completion of milestone #4	20% of (58% of Contract value)
5.	Operation & Maintenance phase	Remaining amount shall be paid in 28 equal Quarterly Instalments i.e. 1.5% of contract value per quarter

Penalties

In case of delay of timelines, penalties shall be levied on the bidder. Penalties are exclusive.

Project execution phase

S No	Milestone	Penalties
1.	Milestone #1 (a+b)	Weekly Penalties First two (2) weeks – 2 % of contract value per week Next two (2) weeks – 4 % of contract value per week Delay of more than 4 weeks – termination of contract
2.	Milestone #2	Fortnightly Penalties First two (2) fortnight : 1% of contract value per fortnight Next two(2) fortnight : 1.5 % of contract value per fortnight Every fortnight further : 2% of contract value per fortnight
3.	Milestone #3	Monthly Penalties First two(2) months : 0.5% of contract value per month Next two(2) months : 1% of contract value per month Every month further : 1.5% of contract value per month
4.	Milestone #4	Monthly Penalties First two(2) months : 0.5% of contract value per month Next two(2) months : 1% of contract value per month Every month further : 1.5% of contract value per month

Manpower availability

S No	Component	Timelines	Penalty
1	Non deployment of proposed resources	T+ 15 Days	A penalty of Rs 2000/- per resource per day for non-deployment as per EoI Scope.
2	Manpower Availability	Instance beyond admissible leaves	Non reporting/ Un sanctioned leaves/ Absent / Non replacement <ul style="list-style-type: none"> Penalty of Rs 1000 per day or part thereof
	Prior intimated leave of absence will be allowed: 24 days per year per designated resource. If a resource is proceeding on leave or becoming absent is replaced with a resource approved by GFGNL, then such situation will not be treated as absence.		

Software Support

Any patch/ new fixes released by the OEM needs to be applied to the corresponding product within 24 working hours. Any delay in applying the patch will attract penalty of Rs. 2000/- per day.

Any Software bug/ application related issue identified by GFGNL/ selected agency will be classified in types:

- Priority #1: System outage/ performance related issue effecting the overall functionality of the application.
- Priority #2: Having bearing on the day to day functioning of the deployed system/ availability of application (part functionality) for the GFGNL users, for example:
 - Unable to provide /fetch the necessary parameters/details to other software system of GFGNL like NMS, GIS, etc.
 - Unable to generate MIS, reports or perform any billing transactions
- Priority #3 : Not having bearing on the day to day functioning of the deployed system

Resolution time & the penalty component for the bug fixing is given below (applicable on 24 * 7 basis):

Type of Issue	Resolution time (from the time of reporting of incident in the system or ticketing tool)	Penalty amount (exceeding resolution time)
Priority #1	2 hours	Rs. 4000/- (per hour)
Priority #2	4 hours	Rs. 2000/- (per hour)
Priority #3	24 hours	Rs. 500/- (for every 24 hour or part thereof)

Annexures: EoI Response Formats

Bid Document checklist

#	Documents to be submitted	Submitted (Y / N)	Documentary Proof (Page No.)
Qualification Criteria			
1.	Demand Draft as bid processing fee		
2.	EMD as Bid Security (DD/ BG as per Annexure IV)		
Technical Qualification			
3.	Cover Letter (Annexure I)		
4.	Bidder's information sheet (Annexure II)		
5.	Certificate from the Statutory auditor / CA clearly specifying the annual turnover for the specified years		
6.	Copy of Certificate of Registration /Copy of certificate of incorporation / partnership deed (if applicable)		
7.	Undertaking by the bidder and the OEM for not being barred by any State/ Central Government/PSU (Annexure III)		
8.	CMMi level Certificate		
9.	OEM eligibility documents		
Financial Proposal			
10.	Commercials for delivering services as per scope of EoI (Annexure VI)		

Annexure I: Cover Letter

(To be Signed and submitted by the agency on their letter head)

To
Chief Finance Officer (CFO)
Gujarat Fibre Grid Network Limited (GFGNL),
Block No: 1, 8th Floor,
Udyog Bhavan,
Sector-11, Gandhinagar -382010

Sir,

I have carefully gone through the Terms & Conditions contained in the Expression of Interest (EoI) for Selection of System Integrator for Implementing ERP. I declare that all the provisions mentioned in the EoI document are acceptable to my Company.

I/We agree for unconditional acceptance of all the terms and conditions set out in the EoI document (and subsequent clarification/corrigendum, if any) document .I/we agree that you are not bound to accept any EoI response you may receive. We also agree that you reserve the right in absolute sense to reject all or any of the products/ services specified in the EoI response.

I/We fully understand and agree to comply that on verification, if any of the information provided here is found to be misleading the selection process, we are liable to be dismissed from the selection process or termination of the contract during the project, if selected to do so.

I further certify that I am an authorized signatory of my company and am, therefore, competent to make this declaration

Yours Truly,

Name: _____
Designation: _____
Company: _____
Address: _____
Seal:

Annexure II: Bidder Information Sheet

(To be Signed and submitted by the agency on their letter head)

S No	Particulars to be provided	Responding Firm's / Company Details to be provided	
Basic details			
1.	Name of the Bidder		
2.	Correspondence details of the Bidder:	Corporate Office	Local Office
3.	Telephone No & Email Address		
4.	Contact person details (Name, Designation, Contact number etc.), to whom all references shall be made regarding this EoI		
5.	Details of ownership (Name and Address of the Board of Director, Partners etc.)		
6.	Name of the authorized Signatory who is authorized to sign all the relevant documents		
7.	No. of years of experience of providing ERP related services		
8.	Annual Turnover for last three years (INR Lakhs)	2016-17	
		2017-18	
		2018-19	
9.	Net worth (INR Lakhs)		
10.	Address of office in Ahmedabad/ Gandhinagar (if any)		
Details for registration under Companies Act, 1956			
11.	Registration Number of the Bidder in case of company/LLP		
12.	Place of registration		
13.	Date of registration		
14.	Product/service for which firm is Registered		
15.	Validity Period, if applicable		
Details for registration with appropriate authorities			
16.	GST registration details (Registration number and details)		
17.	PAN No		

Authorized Signatory**Seal of the Company****Name & Designation****Date**

Annexure III: Self-declaration -Undertaking of not being barred by any State/ Central Government/PSU

(To be submitted by agency and the OEM on their letter heads)

To
Chief Finance Officer (CFO)
Gujarat Fibre Grid Network Limited (GFGNL),
Block No: 1, 8th Floor,
Udyog Bhavan,
Sector-11, Gandhinagar -382010

Sir,

In response to the EoI Ref. No. _____ dated _____ for “Expression of Interest (EoI) for Selection of System Integrator for Implementing ERP”, as an Owner/Partner/Director of _____, I/We hereby declare that presently our Company/Firm _____ not have been barred from participating in any tender/ providing services/procurement process or supply of materials by an organization/department/office/ PSU/ board or corporation of either Government of India or any state government.

I further certify that I am an authorized signatory of my company and am, therefore, competent to make this declaration

Yours Truly,

Name: _____
Designation: _____
Company: _____
Address: _____
Seal:

Annexure IV: Format for Bank Guarantee format for Earnest Money Deposit (EMD)

To

Dated:

.....
.....
.....
.....

Whereas ----- (here in after called "the Bidder") has submitted its bid dated ----- in response to the EoI no: Reference No: GFG/DST/BharatNet/ERP/2019/401 for Expression of Interest (EoI) for Selection of System Integrator for Implementing ERP. KNOW ALL MEN by these presents that WE -----
----- having our registered office at -----
----- (hereinafter called "the Bank") are bound unto the _____, Gujarat Fibre Grid Network Limited in the sum of ----- for which payment well and truly to be made Gujarat Fibre Grid Network Limited , the Bank binds itself, its successors and assigns by these presents. Sealed with the Common Seal of the said Bank this -----day of -----2019.

THE CONDITIONS of this obligation are:

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

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

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

This guarantee will remain valid up to 180 days from the last date of bid submission. The Bank undertakes not to revoke this guarantee during its currency without previous consent of the GFGNL and further agrees that the guarantee herein contained shall continue to be enforceable till the GFGNL discharges this guarantee

The Bank shall not be released of its obligations under these presents by any exercise by the GFGNL of its liability with reference to the matters aforesaid or any of them or by reason or any other acts of omission or commission on the part of the GFGNL or any other indulgence shown by the GFGNL or by any other matter or things.

The Bank also agree that the GFGNL at its option shall be entitled to enforce this Guarantee against the Bank as a Principal Debtor, in the first instance without proceeding against the BIDDER and not withstanding any security or other guarantee that the GFGNL may have in relation to the BIDDER's liabilities.

Dated at _____ on this _____ day of _____ 2019.

Signed and delivered by

For & on Behalf of

Name of the Bank & Branch &

Its official Address with seal

Approved Bank: Guarantee issued by following banks will be accepted as SD or EMD on permanent basis

1. All Nationalized banks including the Public sector banks - IDBI Ltd.
2. Private sector banks - AXIS Bank, ICICI Bank and HDFC Bank

Annexure V: Bank Guarantee for Performance Bank Guarantee (PBG)

(To be typed on non-judicial stamp paper)

In consideration of the _____, _____ having agreed to exempt _____ (hereinafter called 'the said agency') from the demand under the terms & conditions of an agreement/ Advance Work Order No _____ dated _____ made between _____ and _____ for the "**Expression of Interest (EoI) for Selection of System Integrator for Implementing ERP**"(hereinafter called "the said Contract"), of security deposit for the due fulfilment by the said agency of the terms & conditions contained in the said Contract, on production of the bank guarantee for _____ we, (name of the bank) _____ (hereinafter refer to as "the bank") at the request of _____ (agency) do hereby undertake to pay to the State/SIA an amount not exceeding _____ against any loss or damage caused to or suffered or would be caused to or suffered by GFGNL by reason of any breach by the said agency of any of the terms & conditions contained in the said Contract.

We (name of the bank) _____ do hereby undertake to pay the amounts due and payable under this guarantee without any demure, merely on a demand from the State/SIA by reason of breach by the said agency' of any of the terms & conditions contained in the said Contract or by reason of the agency' failure to perform the said Contract. Any such demand made on the bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee where the decision of State/SIA in these counts shall be final and binding on the bank. However, our liability under this guarantee shall be restricted to an amount not exceeding _____.

We undertake to pay to the GFGNL any money so demanded notwithstanding any dispute or disputes raised by the agency in any suit or proceeding pending before any court or tribunal relating thereto our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be valid discharge of our liability for payment there under and the agency shall have no claim against us for making such payment.

We (name of the bank) _____ further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said Contract and that it shall continue to be enforceable till all the dues of the State/SIA under or by virtue of the said Contract have been fully paid and its claims satisfied or discharged or till _____ (office/ Department) State/SIA certifies that the terms & conditions of the said Contract have been fully or properly carried out by the said agency and accordingly discharges this guarantee. Unless a demand or claim under this guarantee is made on us in writing on or till 60 days post contract period (as specified in Work Order) from the date hereof, we shall be discharged from all liabilities under this guarantee thereafter.

We (name of the bank) _____ further agree with the GFGNL that the State/SIA shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms & conditions of the said Contractor to extend time of performance by the said agency from time to time or to postpone for any time or from time to time any of the powers exercisable by the GFGNL against the said agency and to forbear or enforce any of the terms & conditions relating to the said Contract and we shall not be relieved from

our liability by reason of any such variation, or extension being granted to the said agency or for any forbearance, act or omission on the part of the GFGNL or any indulgence by the GFGNL to the said agency or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

This guarantee shall not be discharged due to the change in the constitution of the Bank or the agency.

We (name of the bank) _____ lastly undertake not to revoke this guarantee during its currency except with the previous consent of the GFGNL in writing.

Place:

Date: (Signature of the Bank Officer)

Rubber stamp of the bank:

Authorized Power of Attorney Number:

Name of the Bank officer:

Designation:

Complete Postal address of Bank:

Telephone Numbers

Fax numbers.....

Approved Bank: Guarantee issued by following banks will be accepted as SD or EMD on permanent basis

1. All Nationalized banks including the Public sector banks - IDBI Ltd.
2. Private sector banks - AXIS Bank, ICICI Bank and HDFC Bank

Annexure VI: Financial Bid Format

(To be Signed and submitted by the agency on their letter head)

S No	Component	Amount (in Indian Rupees)	Taxes applicable (in %) (please specify)	Total amount (in Indian Rupees)
1	Total Cost of delivering services			

Authorized Signatory

Seal of the Company

Name & Designation

Date

Note:

- Payments shall be made by the GFGNL as per the terms and conditions of the EoI and no extra charges shall be paid by GFGNL.
- For financial evaluation, Price excluding Tax shall be taken into consideration
- The taxes shall be mentioned separately and will be applicable as actual as per the time of billing. All invoices should be raised from Gujarat.