



Tamil Nadu Public Service Commission

Limited Tender Notice No. 588 dated 08.05.2021

Limited Tender for Development of software for including additional new features in the existing Man-Management Mobile Application for Human Resource Management and Biometric Entrance system with Annual maintenance for a period of 3 Years

Contents

1. Notice of Inviting Limited Tender and Terms and conditions.
2. Format for Financial Bid (Annexure-I)

Date of Tender Notice	08.05.2021
Last Date for submission of Tender	25.05.2021 4.00 pm
Date of Technical Bid Opening & Date of opening of Commercial Bids of Technically Qualified bidders	25.05.2021
Declaration of Qualified Bidder	26.05.2021

Notice Inviting Tender

Sealed Tenders in the prescribed format under two cover system containing Technical Bid and Financial Bid are invited from the reputed Firms for Development of software for including additional new features in the existing Man-Management Mobile Application for Human Resource Management and Biometric Entrance system with Annual maintenance for a period of 3 Years

Secretary

Scope of the work:

Activity 1

In the existing Man-Management Mobile Application, new additional features needs to be integrated as follows

S.No	Subject	Works Involved
1	In-Out Attendance	<ol style="list-style-type: none">1. In Cloud, Fetch Attendance Data from another DB.2. In-Time and Out-Time Display in Employee login, regularly.3. In-Out Calculation - Number of Times by an employee / all employee over a period – Report.
2	Exemption Request	<ol style="list-style-type: none">1. Exemption request for Exam Duty.
3	Questionnaire	<ol style="list-style-type: none">1. Exam Duty – Deputed staff should submit Questionnaire.2. Submitted Data to be share with EMS Application.
4	Working on Holidays Permission Request	<ol style="list-style-type: none">1. In Under Secretary login, add provision to request permission for working on Holidays.2. Flow to Concerned Authority.3. Intimation to Concerned Departments and Staff.
5	Commissions Meetings – Agenda Updation.	<ol style="list-style-type: none">1. Provide an option to add subject and Synopsis (if any) in all SO login.2. Flow to Concerned Authorities.3. Provide an option to add Commission’s decision in a particular subject by PD-A SO login.4. Follow up action to send back to sections.5. Provide an option to edit follow up action as well as to update previous Commission’s meeting follow up action.6. Each and every stage – downloadable in word/Excel document.

Activity 2

Biometric Entrance system with Annual maintenance for a period of 3 Years

II Eligibility

1. The bidder should be a company registered under the Indian Companies Act 1956/2013 or firm.
2. Joint Ventures & Consortiums are not allowed to participate in the bid.
3. The bidder must have completed at least 5 years of operation in the field of web application/ software development
4. The bidder must have a valid website.
5. Net worth for the last financial year (2020-2021) should be positive and turnover should be minimum 25 lakhs for any of the FY 2019-20, 2020-21

6. The bidder should have an established set up in Tamil Nadu and Development / Support Center in Chennai.
7. The bidder should have experience of software development of web portals, MIS, mobile apps with order value of atleast Rs. 5 lacs per order from Public Service Commission / Staff Selection Commission /Railway Recruitment Boards / Other Government Recruitment Agencies.
8. Should have valid PAN number and GST Numbers for their firms

III. Other Conditions

1. Successful vendor shall accept the work order within 2 days of receipt of work order. Otherwise, the EMD will be forfeited.
2. The software development shall be completed within stipulated time.
3. Only those firms which in their individual capacity, satisfy the eligibility criteria need to quote for this tender and the bids submitted by the bidders who do not fulfill the eligibility criteria will be summarily rejected.
4. The bidder should have required infrastructure and manpower.
5. Sufficient man power shall be deployed in this project and atleast one / two developers shall be deputed and made available in the office of TNPSC till the completion of project.
6. The Mobile App shall be in Content Management System (CMS) so as to be user friendly and the Staff of the TNPSC shall change the content as per the requirement from time to time.
7. The bidder should provide all the source code to the TNPSC and training to the staff of TNPSC within 6 months.
8. Incomplete Tenders are liable to be rejected.
9. The agency should engage experienced Professional personnel for the development.
10. TNPSC will award the contract to the Tenderer whose Tender has been determined to be substantially responsive and has been determined as the lowest evaluated bid, provided further that the Tenderer is determined to be competent to execute the job satisfactorily. TNPSC shall however not bind itself to accept the lowest or any Tender, wholly or in part.
11. TNPSC, reserves the right to accept or reject any Tender, and to annul the Tender process and to reject all bids at any time prior to award of the contract, without thereby incurring any liability to the affected Tenderer or Tenderers on the grounds of its action. The decision of TNPSC in this regard would be final and binding.
12. Entire activities shall be done by the successful bidder themselves and it should not be outsourced.
13. Corrupt or Fraudulent Practices: Bidders should observe the highest standard of ethics during the execution of such contracts. TNPSC will reject a proposal if it is found that the Bidder recommended for award has engaged in corrupt or fraudulent practice(s) while competing for the contract in question
14. The company should not have been blacklisted any State/ Govt/ Central Govt Department /PSU for any reason.
15. Income Tax as applicable shall be deducted at source.
16. The bidder should enclose copies of documents substantiating their claim in this tender. Failing which the tender will be rejected without any further information. Page reference for the enclosed documents shall be made in the respective places of the eligibility conditions and other conditions, wherever necessary.

IV Submission of Bids

1. Cover-I: The Technical Bid envelop shall contain necessary documentary evidences to substantiate the parameters indicated in the tender document.
2. Cover – II: The Financial Bid should contain only Price Bid as in Annexure-I. In case, any bidder encloses the financial bid within technical bid, the same shall be rejected summarily

V. Evaluation of Bids

1. **Technical Evaluation** shall be done based on the bidder's experience, number of projects executed, technical capabilities understanding of the project etc.
2. **Financial Evaluation**
 - i. The Financial Bid of those Bidders who have been found to be technically eligible will alone be opened. The Financial bids of ineligible bidders will not be opened.
 - ii. The Financial Bids shall be opened in the presence of representatives of technically eligible Bidders, who may like to be present. Financial bid will be opened on the date and time mentioned in the fact sheet at the office of TNPSC.

VI Validity of Bids

The bids submitted for this tender shall be valid for 6 months from the date of submission of tender.

VII EARNEST MONEY DEPOSIT (EMD)

1. The bidder should enclose the bid security (EMD) of Rs. 10,000/- (Rupees Ten Thousand only) in the form of Demand Draft obtained in favour of the Secretary, Tamil Nadu Public Service Commission.
2. EMD of all unsuccessful bidders would be released by TNPSC within one (1) month of the bidder being notified as being unsuccessful.
3. EMD of the successful bidder will be adjusted in the Security Deposit.
4. The EMD amount is interest free and will be refundable to the unsuccessful bidders without any accrued interest on it.
5. The Earnest Money will be forfeited on account of one or more of the following reasons: -
 - i. Bidder withdraws its Bid during the validity period specified in Tender Document.
 - ii. In case of a successful bidder, the said bidder fails to sign the Agreement in time; or furnish Performance Bank Guarantee.

VIII Right to Terminate the Process

TNPSC reserves the right to annul the Tender Document process, or to accept or reject any or all the Bids in whole or part at any time without assigning any reason and without incurring any liability to the affected bidder(s) or any obligation to inform the affected bidder(s) of the grounds for such decision.

IX Clarifications and amendments of Tender Document

1. During the process of evaluation of Bids, TNPSC may, at its discretion, ask Bidders for clarifications on their bid. The Bidders are required to respond within the prescribed time frame for any such clarification. In case of non-compliance, their bids will be disqualified and rejected without further notice.
2. TNPSC may for any reason, modify the Tender Document from time to time. The amendment(s) to the Tender Document would be clearly spelt out posted on the website as

provided in the document and the bidders may be asked to amend their bids due to such amendments.

X Late Bids

Bids received after the due date and the specified time (including the extended period, if any) for any reason whatsoever, shall not be entertained and shall be returned unopened. TNPSC shall not be responsible for any postal delay or non-receipt/ non-delivery of the documents. No further correspondence on the subject will be entertained.

Note:-

Evaluation Committee may, at its discretion, call for additional information from the bidder(s) through email /fax/ telephone /meeting or any other mode of communication. Such information has to be supplied within the set out time frame as provided by Evaluation Committee, otherwise Evaluation Committee shall make its own reasonable assumptions at the total risk and cost of the bidders and the bid is liable to be rejected. Seeking clarifications cannot be treated as acceptance of the bid. For verification of information submitted by the bidders, the committee may visit bidder's offices at its own cost. The bidders shall provide all the necessary documents, samples and reference information as desired by the committee. The bidders shall also assist the committee in getting relevant information from the bidders' references.

XI Notification of Award of Contract

TNPSC will notify the successful bidder in writing that its bid has been accepted. The notification of award will constitute the formation of the contract after submission of performance bank guarantee by the successful bidder.

XII Signing of Contract

The successful bidder will sign the Contract with TNPSC within 16 working days of the release of notification/Letter of Intent. After signing of the Contract, no variation in or modification of the terms of the Contract shall be made.

XIII Payment

75% Payment will be made to the bidder after success full completion of the projects. Balance 25 % shall be made after completion of full-fledged training to the Staff of the Commission.

XIV Penalty

1. If any of the stages specified, either not completed or not completed satisfactorily as per the approved time schedule, forming part of the contract agreement due to reasons solely and entirely attributable to the Selected Bidder and not in any way attributable to the delay on the part of TNPSC, a penalty @ 1.0% of the bid value of the delayed stage of the item, per day (subjected to maximum 10%) may be imposed and accordingly the time for the next stage be reduced by the TNPSC, to account for the delay.
2. If the delay adversely affects conduct of examination Process the security deposit and performance security will be forfeited and other legal action would be initiated as per terms and conditions of contract. The TNPSC may rescind this part of the contract and shall be free to get it done from any other agency at the risk and cost of the Selected Bidder.

