



**Selection of DIPP Registered Startup(s)  
Design, Development, Implementation and Operations &  
Maintenance of Produce Grading and Quality Assaying Solutions in  
Agriculture using Emerging Technology**

**For**

**Agriculture Department, Govt. of Telangana**

**June-2021**

**Issued By:**

**Telangana State Technology Services Ltd.,  
2nd floor, HACA Bhavan, Near Assembly, Hyderabad  
Website: <http://www.tsts.telangana.gov.in>**

The information provided by the bidders in response to this tender document will become the property of Agriculture Department, Govt. of Telangana and will not be returned. Agriculture Department, Govt. of Telangana, reserves the right to amend, rescind or reissue this tender document and all amendments will be advised to the bidders and such amendments will be binding on them.

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## 1. Invitation for Competitive Bidding

### 1.1. RFP Notice

Telangana State Technology Services Ltd. (TSTS) on behalf of ITE&C Department & Agriculture Department seeks proposals from the Startups registered with The Department of Industrial Policy & Promotion(DIPP) to participate in the Competitive Bidding for **Selection of Startups to Design, Develop, Implementation and Operations & Maintenance of Produce Grading and Quality Assaying Solutions in Agriculture using Emerging Technology** for Agriculture Department. Interested competent bidders must submit their bids indicating that they are qualified to perform the services using Emerging Technologies to develop and implement 'Produce Grading and Quality Assaying' module

### 1.2. Time Schedule of various tender related events

Bid calling date	26.06.2021
Pre-bid conference (Date, Time & Place)	In view of the COVID-19 pandemic all around, the bidders are requested to submit their queries through mail to the below mentioned mail ids
Last date/time for receipt of queries from bidders by mail	03.07.2021@ 05:00 PM& issue of clarification/corrigendum on 07.07.2021
Bid Closing date and time	23.07.2021@ 03:00 PM on eProcurement portal
Bid Document Fee	Startups, registered with DIPP, are exempted from payment of Bid Document Fees provided certificate of empanelment is submitted with the bid response.
Contact Email	mngdirector-tsts@telangana.gov.in, osd_itc@telangana.gov.in rpushpa-tsts@telangana.gov.in, krishnaveni.m@gov.in
Reference No.	TSTS/CS/Agri-NeGPA/PGQA/2021

The bidders who are interested in participating in the bids may please ask the contact person for details or visit <http://www.tsts.telangana.gov.in>, <https://tender.telangana.gov.in>

A complete set of bidding document prepared by TSTS may be obtained by interested bidders on the submission of a written application addressed to "The Managing Director, Telangana State Technology Services Ltd, 2nd Floor, HACA Bhavan, Hyderabad"

### 1.3. Other Important Information related to Bid

This section provides important deadlines and associated activities, such as Bid Security information, Contract Period etc.,

S.No	Item	Description
1.	Bid Validity Period	90 days from the date of submission
2.	Method of Selection	Quality and Cost Based System (QCBS) for all the two solutions and procedures described in this RFP

3.	Period for signing contract	Within 15 days from the date of receipt of letter of notification of award.
4.	Contract Period	As mentioned in RFP
5.	Implementation Period	As per the RFP
6.	Penalty for delay in implementation	Please refer penalty clause.
8.	Payment Terms & Conditions	Payments for the development phase and the maintenance phase (post Go-Live) will be done as per the payment schedule mentioned in the respective section.

## 2. Pre-Qualification Criteria

TSTS invites DIPP registered competent Startups desirous of bidding for the project and meeting the following Pre-qualification criteria (PQ):

- I. As per G.O.Ms.No.08 dated 28/04/2018, eligible startups i.e. DIPP-registered or State-registered can avail the following benefits while participating in this RFP:
  - i. Prior turnover – Startups shall not be subjected to any prior turnover criterion for being eligible to participate in a Government procurement process
  - ii. Prior experience – Startups shall not be required to have any prior experience of having participated in a public procurement process
  - iii. Exemption from Submission of EMD – Startups shall not be required to submit an Earnest Money Deposit to participate in public procurement process

#	Pre-Qualification Criteria	Description	Supporting Documents	Forms
1.	Legal Entity	The Bidder must be a Startup registered with DIPP in India under guidelines and such registration should be valid as on bidding date	i. Certificate of Registration from DIPP as Startup (or) Declaration to submit the same before award of project ii. RoC certificate to be enclosed. iii. Copies of GST & Service Tax Registration certification & iv. Copy of PAN Card	Form PQ-1
2.	Past Relevant Experience	The bidder should have product /solution relevant to the proposed emerging technologies	Self Certification to be submitted	Form PQ-2
3.	Technical Manpower Availability	The bidder should have at least 10 resources related to IT services on its rolls with relevant experience.	Bidder should submit Self-Certification by the authorized signatory. The Bidder should furnish proof to support their claim.	Form PQ-3

**Important Note:**

1. Consortium bidding is not permitted.
2. All the relevant PQ bid forms are to be submitted.
3. Representations received from the bidders within 3 days from the date of opening of

bids on the issues related to Pre-qualification bid evaluation and within a day from the date of opening of commercial bids on the issues related to the commercial bid evaluation will only be accepted. Representations received beyond this period will not be considered and strictly rejected.

4. The bidder should upload all the required documents with clear visibility, avoid missing documents and avoid bidding mistakes. In such cases, TSTS reserves its right in seeking clarification from the bidder and may disqualify the bidder for the bidding mistakes, missing documents and for the documents that are not clear.
5. Relevant supporting documents (ink signed) should be submitted on eProcurement portal and as & when requested by tendering authority without fail otherwise the bid is liable to be treated as “non responsive”.
6. An undertaking from bidder is required stating that they would facilitate the Tenderer on regular basis with the technology/product updates and extend support.
7. The Bidder shall have sufficient technical expertise, relevant experience and requisite infrastructure to execute the project.
8. Bidder shall include among other things, objectives of the Bidder, the proposed management structure, contribution of each constituent, role and responsibility of each constituents covering all aspects of the planning and successful execution of the work, the commitment of the constituents to the joint and several liability for due performance.
9. Deviation from this shall be treated as termination of contract and shall attract the liability as specified in the Tender.
10. Local Presence: Preference will be given to the Bidder having a Local Office & Development Team in Hyderabad. Self-certified Address on Letter head to be submitted.

## 3. Introduction

### 3.1. Introduction

The Department of Agriculture has been created mainly to provide Agricultural Extension services to farmers and to transfer the latest technical knowledge to the farming community, introduction of high yielding varieties, laying demonstrations, imparting training to farmers to improve skills & knowledge to boost up the agricultural production and productivity.

The other objectives of the Department are to assess requirements of agriculture inputs well in advance and to regulate their production and monitor timely supply of seeds, fertilizers, pesticides, implements and credit, etc to farmers.

The Department also performs the statutory functions under various Acts and regulations (i.e., quality control) to ensure supply of quality inputs i.e., Seeds, fertilizers and pesticides to farmers and implementation of Dangerous Machines Regulation Act.

The Department also carries out certain other facilitating functions such as

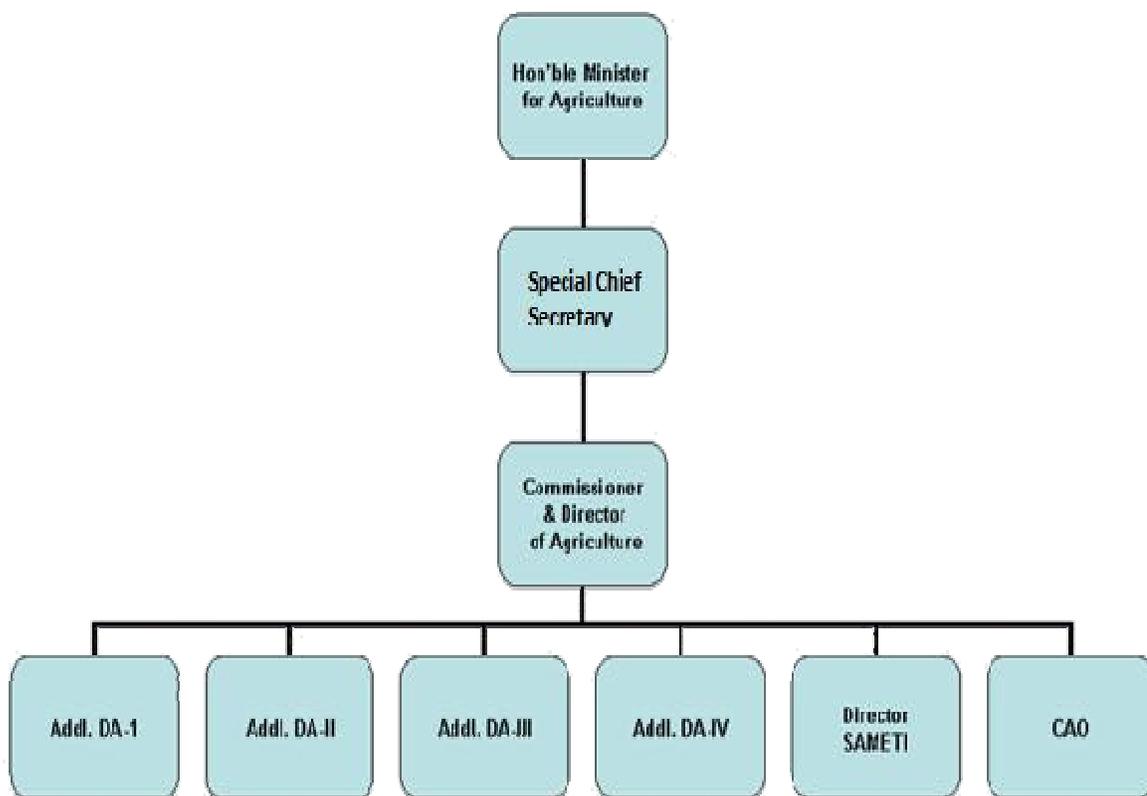
1. Soil testing
2. Soil and Water Conservation
3. Soil Survey
4. Credit assessment/ arrangements
5. Media Production
6. Trainings to farmers
7. Arranging P.P. Campaigns/Diagnostic team visits whenever necessary
8. Monitoring and Evolution
9. Disaster Management
10. Crop Insurance
11. Agricultural Mechanization
12. Extending technical assistance to various agencies.

The following are the different levels of the organizations structure of the Core Agriculture department of the State of Telangana.

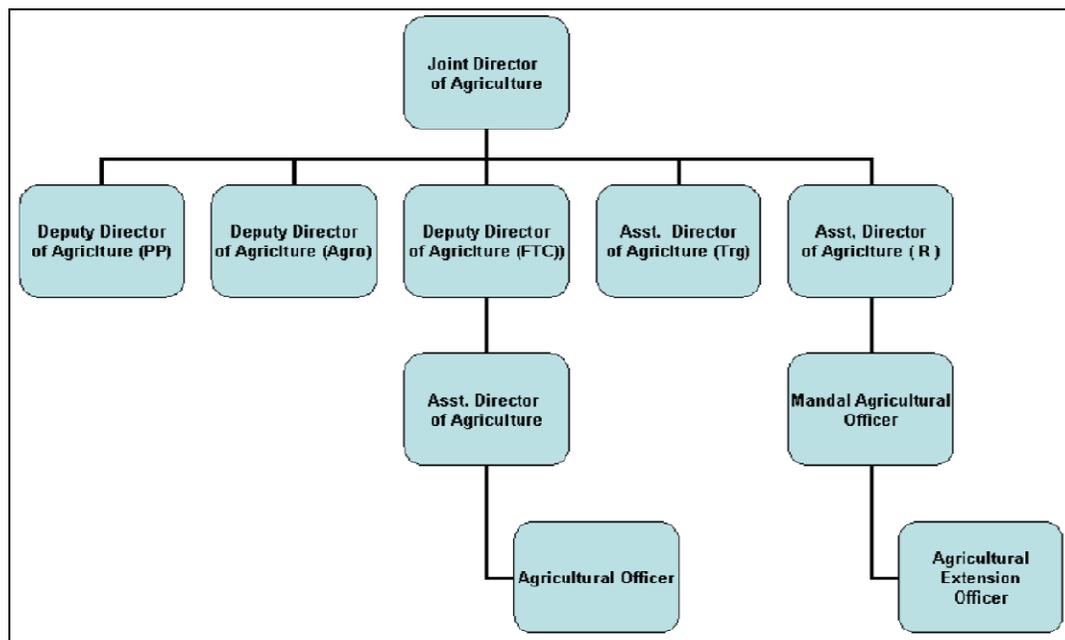
1. **Secretariat:** Core Agriculture Department is headed by Hon'ble Minister for Agriculture, assisted by an officer of the cadre of Principal Secretary/ Secretary. The Secretary Agriculture and Co-operation is the administrative head in the Secretariat on behalf of the State Government assisted by Commissioners, Joint Secretaries, Deputy Secretaries, Asst. Secretaries, Section Officers and Sub staff.
2. **Commissionerate of Agriculture:** The Head of the Department is Commissioner of Agriculture. He is assisted by Additional Directors of Agriculture, each additional director is allocated with various subjects to handle with officials and monitor timely implementation of department related programs.
3. **District level:** At the District level the Department is headed by Joint Directors of

Agriculture (JDAs) and assisted by DDAs, ADAs and AOs at District, Division and Mandal levels.

4. **Agriculture Division level:** The Divisional ADA is the head of the Agriculture division and assisted by the Agricultural Officers at the Mandal level.
5. **Mandal Level:** In all the 585 Rural and Urban Mandal's of the State, at least one Agriculture Officer is working in each Mandal. These AOs are assisted by few Agricultural Extension Officers in the field work.
6. **Laboratories:** The Department has setup five pesticide testing laboratories, five FCO Laboratories, two seed Testing Laboratories around 60 Soil Testing Laboratories (including AMC level) and 11 Biological Control Laboratories in the State.
7. **Department of Agriculture, Organizational structure – State level**



## 8. Department of Agriculture, Organizational structure – District level



### 3.2. Telangana's Agritech Vision:

Agriculture is a priority sector for the State of Telangana. Government of Telangana envisions Telangana as a prototype State to bring a digital revolution in India's Agri-sector. Expected outcomes of all our agritech projects are

1. Increased farm **productivity**,
2. Resource **sustainability**,
3. Farmer tech and financial **inclusivity**, and
4. Increased **efficiency** of government subsidies & schemes.

### 3.3. NeGPA: Government of India's scheme:

MeiTY, GoI came with the proposal under NeGPA to promote implementation of Emerging Technologies in the area of Agriculture and allied sectors, Telangana State conducted a landscape review to identify the emerging technologies with high impact potential and relatively higher feasibility. Government of India approved and agreed to be the funding agency for the **Design, Develop, Implementation and Operations & Maintenance of Produce Grading and Quality Assaying Solutions in Agriculture using Emerging Technology** for Agriculture Department under the NeGPA scheme.

### 3.4. Project partners:

1. Department of Agriculture, Govt. of Telangana
2. Department of ITE&C, Govt. of Telangana
3. Research and Innovation Circle of Hyderabad (RICH)
4. Telangana State Technology Services Ltd. (TSTS)

### 3.5. Telangana's Agritech Ecosystem

The vibrant ecosystem of institutions, industry, start-ups and government enablers has been a major contributor to our agritech momentum and success.

- a. **Emerging Technologies Wing:** The Emerging Technologies Wing, a unique vertical within ITE&C Department is building a conducive ecosystem of emerging technologies in the State, as well as driving the adoption of these solutions in departments.
- b. **Department of Agriculture:** Provides agricultural extension services to farmers and assists in transferring the latest technical knowledge to the farming community. The department assesses requirements of agriculture inputs well in advance, regulates their production and monitors timely supply of seeds, fertilizers and pesticides, implements, credit etc., to farmers.
- c. **Professor Jayashankar Telangana State Agricultural University (PJTSAU):** is a state agriculture university that provides domain expertise, mentorship from agronomists, relevant datasets required by bidders, and policy advisory to the State Government.
- d. **Research and Innovation Circle of Hyderabad (RICH):** Hand holds innovators with an aim to take research to market.

### 3.6. Proposed Scope of work:

The selected bidder(s) are required to Design, Develop, Implementation and Operations & Maintenance of Produce Grading and Quality Assaying Solutions in Agriculture using Emerging Technology for Agriculture Department as per the detailed scope of work defined at chapter-4.

### 3.7. Goals of Pilot Implementation:

1. Enabling adoption of these solutions by the end users – farmers.
2. Understanding the challenges faced by agritech innovators and adequately informs and recommends interventions to policymakers at the State and National level.
3. To assess the viability, scalability and impact of emerging technology-based solutions for increasing productivity, sustainability, inclusivity and efficiency across the agricultural value chain. Showcasing positive results to Government of India would result in greater fund allocation to agritech interventions henceforth, impacting the lives of millions dependent on agriculture for their livelihood.

## 4. Detailed Scope of Work

Telangana State Technology Services Ltd. (TSTS) is appointed by ITE&C Department, Government of Telangana as the nodal agency for selection of Solution Providers for Design, Develop, Implementation and Operations & Maintenance of Produce Grading and Quality Assaying Solutions in Agriculture using Emerging Technology for Agriculture Department, Govt. of Telangana. The Scope of the Work is as defined below:

### 4.1. Produce Grading and Quality Assaying

#### 4.1.1. Overview

State Government has designated various Government bodies to procure the Produce from the Farmers. Among the various agencies, Agri Marketing and Civil Supplies Corporations are major procurement agencies of Paddy in the state. Paddy is identified as one of the major Produce crops in Telangana State.

Conventional methods of quality testing lead to disputes. Determination of paddy grain quality at the procurement centres instantly using image processing, spectrophotometry or any other emerging technology could improve the efficiency of paddy grain procurement.

The selection of locations for implementation of these pilot use cases will be identified by the the Telangana State Civil Supplies Corporation and during the implementation the bidder must provide the comprehensive solution by capturing the following requirements:

- AI/ML based Quality Assaying models
- Mobile application for providing the information to the stakeholders (Farmers, Department officials, Traders).
- Quality testing after milling and during storage is also essential to reduce losses. The Telangana State Civil Supplies Corporation analyses the quality of rice and other food grains at different points of supply to PDS. Technology based quality testing could help in quick quality assaying and monitoring.

#### 4.1.2. Quality Testing Specifications

The product shall analyze and record the following quality parameters:

##### **A. For paddy procurement**

1. Moisture Content
2. Admixture of lower class
3. Immature, Shrunken and Shriveled grains
4. Damaged, Discoloured, Sprouted and Weevilled grains
5. Foreign matter
6. Inorganic (e.g., stones and sand)
7. Organic (e.g., chaff and other plant material)
8. Length to Breadth Ratio

## **B. For rice analysis (Raw, Parboiled, Single parboiled Rice)**

### ➤ Physical parameters

1. Percentage of broken
  - a) Small Broken (Size <0.25 and >0.125 of average length)
  - b) Big Broken (Size >0.5 and <0.75 of average length)
2. Percentage of Foreign Matter
  - a) Mineral Matter
  - b) Impurities of animal origin
  - c) Others
3. Percentage of Damaged and Slightly Damaged Grains
4. Percentage of Discolored grains
5. Percentage of Chalky grains
6. Percentage of Red Grains
7. Percentage Admixture of lower class
8. Percentage of Dehusked grains (optional)
9. Moisture Content
10. Average length of the grain

### 4.1.3. Technical Specifications

The quality assaying system (pref. a physical device) shall

1. Be non-destructive
2. Capable of testing both paddy grain and rice
3. Be portable and easy to operate
4. Has accuracy up to 99% when compared to the average of 3 expert manual tests
5. Generate results in less than 5 minutes
6. Provide analytics on the quality of each batch
7. Generate reports which could be saved electronically and printed
8. Be easy to maintain
9. Work with both power and battery
10. Be cover with 1 to 3 years replaceable warranty
11. AI enabled paddy procurement insights for each procurement and distribution centre
12. Central database which could be accessed online
13. Complete integration with the department ERP system
14. Touch screen user interface on the device:
  - ❖ Each test should record information on farm location, name of the farmer, variety. This can be done either using manual inputs on the device or using a QR code scanner or using the mobile application.
  - ❖ Each test should have the quantity, parameters defined by dept., time, identifiers of the procurement center, and the GPS coordinates (may be fetched by the quality assaying system or the mobile application).

- ❖ Every sample will be recorded as a separate entry.
- ❖ Each sample should be encoded with a different unifier.
- ❖ Should capture the Quality check parameters enabled by department officials
- ❖ The application should be accessible 24X7
- ❖ The device should support offline storage, i.e. it should store records offline and post the data to the server whenever data connectivity is available.

#### 4.1.4. Mobile Application and/or Progressive Web App

A mobile application and/or a progressive web app (PWA) for a smart phone is proposed to facilitate user interaction with the quality assaying system. Once paired/connected, the smartphone can be used to input data and monitor the levels of grains quality.

The Implementation Agency should develop the following requirements:

- ❖ The application should be accessible 24X7.
- ❖ The application should be device agnostic
- ❖ The application should have role-based access to department officials
- ❖ The application should at least have all the input/output options as available on the touch screen of the quality assaying system.
- ❖ The application should capture the geo-coordinates of the procurement centre/site using the application/mobile
- ❖ The application should support integration with any other applications
- ❖ The application should generate alerts
- ❖ Even in absence of internet connectivity i.e. when quality assaying system is in offline mode, at least one application/smart phone should be able to pair with the system for input and output. The bidder can use any communication technology such as Bluetooth, WiFi Hotspot, etc.

#### 4.1.5. MIS Reports:

Application should support for develop all kinds of reports. The following reports have identified initially, reports may changes during the development of mobile application:

- ❖ No. of samples collected, tested and grade
- ❖ Quality wise no. of records
- ❖ AMC wise sample records
- ❖ Should able to download
- ❖ Should be available in all formats such as PDF/Excel/Word etc.,
- ❖ Should support for decision supportive system

3 units of quality analyser have to be deployed by the bidder at selected Rice Mill, Civil supplies department and one FP shop.

## **5. Solution Design and Architecture for all the modules**

### **5.1. Project Planning and Project Management**

The success of proposed system lies on its proper planning and management. The Successful Bidder needs to plan all the important tasks to ensure that all pre-requisite are met and the Successful Bidder team is able to deliver the project as per the requirements, timelines and service levels. During the course of project the Successful Bidder would be required to prepare project initiation report, project schedule, project takeover plan along with data migration plan, progress reports, risk register, issue register and other project management related documents. The indicative list of project management documents would include the following:

### **5.2. Requirement Gathering**

The Successful Bidder shall carry out a detailed assessment to refine the System Requirements mentioned in Section 3 and formulate the System Requirements Specifications (SRS) document incorporating the requirements provided by the stakeholders.

### **5.3. Solution Design and Solution Architecture**

During this phase, the Successful Bidder shall develop a detailed design document that shall meet the system requirement captured in the project planning & management phase. The successful bidder shall consider the existing IT Infrastructure (Access to Public Cloud, SDC servers, etc.) during the solution design and implementation.

Successful Bidder shall also design of an appropriate System Administration policy with precise definition of duties and adequate segregation of responsibilities and obtaining the approval for the same from Project Committee. Administration Policy shall consider ITE&C Department Support on IT Infrastructure, Security Operation Center & Disaster Recovery Site, Networking etc.

### **5.4. Testing Preparation**

The Successful Bidder shall prepare the test cases and get them validated by Project Committee representative. The test cases shall be comprehensive covering all scenarios according to specifications, requirements, and design.

The Successful Bidder shall also prepare the required test data and get it validated by Project Committee's representative. The test data shall be comprehensive and address all scenarios identified in the test cases. The Successful Bidder should also prepare the test data for all required integrations.

### **5.5. Software Development / Customization, and Testing**

The Successful Bidder shall develop the software in accordance with the approved requirement specifications, design specifications, and according to the project plan and carry out the unit testing of the software in accordance with the approved test plans. The overall

Project setup shall be implemented in three environments i.e. Development environment, Pre-Production environment and Production environment.

The illustrative deliverables for this activity are mentioned below.

- Development of Application Software including as per the finalized requirements and design.
- Delivery of Software along with Licenses, Operational / Technical manuals, Library Files, Setup Programs etc.
- Database Migration Build & Execution.
- Unit and Integration testing of the software along with test summary report and bug report
- Necessary modifications to meet the requirements and Bug Closure report
- Any other Manuals/Reports asked by the Govt.

## 5.6. Testing

### **User Acceptance Testing**

Test Plans for UAT would be prepared by the Successful Bidder in consultation with the department's Representative. The Successful Bidder will plan all aspects of UAT (including the preparation of test data and test environment) and obtain required assistance to ensure its success. Department will nominate representatives from different user groups based on inputs from the Successful Bidder and would facilitate UAT. The Successful Bidder would make the necessary changes to the solution to ensure that it successfully passes through UAT.

Department will issue certification of acceptance for which it shall verify availability of all the defined services as per the contract signed between the Successful Bidder and Agriculture department. The System Integrator shall be required to demonstrate all the services / features / functionalities as mentioned in the agreement. Prerequisite for carrying out UAT activity shall be:

- a. Detailed test plan shall be approved by department. This shall be submitted by Successful Bidder before this activity to be carried out.
- b. All documentation related to solution and relevant acceptance test document should be completed & submitted to department before the final acceptance test.
- c. The training requirements as mentioned should be completed before the final acceptance test.
- d. Licenses / manuals / brochures / Data Sheets / CD / DVD / media for all the supplied components shall be provided to department.

The illustrative deliverables for this activity are mentioned below.

- Testing Reports
- Necessary modification in software for passing the UAT

## 5.7. Installation, Deployment & System "Go- Live"

The Successful Bidder shall validate the infrastructure requirement (Database & Application Server Configuration, Database Sizing etc.) to meet the service level agreements mentioned in this Bidding Document.

Proposed System is proposed to be deployed at Cloud data center; all required infrastructure support shall be arranged by Successful Bidder only. Successful Bidder needs to ensure that the infrastructure architecture designed for application needs to follow the SDC guidelines on security, privacy, etc. or ensure highest standards for the same. The proposed Infrastructure plan and the cloud setup must be approved by Project Committee.

**System Installation:** Successful Bidder has to prepare action plan for Installation with the approval of Project Committee at proposed Cloud Data Centre. Successful Bidder shall coordinate and perform following activities:

- Configuration of infrastructure at Cloud Data Center; including servers, security components, database, storage etc.
- Installation of the Software System
- Monitor server performance & optimize the performance.
- Configuration & Automation of Data Storage management activities: backup, DR backup, restore and archival etc.

#### 5.8. Cloud Operations & Maintenance

Successful Bidder has to prepare for hosting plan also, proposed System is proposed to be deployed at Cloud data center; all required infrastructure support shall be arranged by Successful Bidder only. Successful Bidder needs to ensure that the Infrastructure architecture designed for application needs to be in line with the SDC setup and follow the SDC guidelines. The proposed Infrastructure plan must be approved by Project Committee. Proposed Cloud Setup details need to be provided to project committee. Successful Bidder is also responsible for maintenance of application in cloud data centre during the application maintenance period also.

#### 5.9. Training of all stakeholders

The Successful Bidder as part of the proposed project shall provide training to all stakeholders. The illustrative deliverables for this activity are mentioned below.

- Training Calendar and Curriculum
- Training Material, Training Manuals, Troubleshooting Manuals, etc.
- Training Sessions, Questionnaire and Evaluation Result

#### 5.10. Third Party Audit (Security and Performance Audit)

Department shall appoint a third party auditor who shall be responsible for performing the Performance and Security Audit of the Proposed system. The Successful Bidder needs to ensure that the proposed solution is in compliance with the Security Policy and Guidelines released by ITE&C Dept. and Agriculture Dept. The cost of audit would be borne by the department; however, the cost of rectification of non-compliances by the Successful Bidder

shall be borne by the Successful Bidder and necessary changes need be applied by Successful Bidder only without any additional cost. The audit shall be performed at least on the below mentioned aspects.

### 5.11. Project Deliverables

The Proposed Project is an ambitious & critical project of Agriculture department. Department envisions establishing the proposed system in a time-bound manner such that, department can start utilizing it at the earliest. In consideration of this, the Successful Bidder shall be responsible for the timely delivery of products and services as described in the Bidding Document. The project shall be developed and maintained as mentioned:

#### ➤ Development Phase:

Successful Bidder is responsible for development of application for the scope mentioned in section 3.2.2 and need to perform all the necessary actions during development i.e of SRS submission, development of application, UAT and Go-Live, these actions need to be performed by bidder with the duration of 65 days after signing the agreement.

### 5.12. Project Timelines

#### ➤ Timelines:

The project shall be implemented by following the timelines w.r.t deliverables, the following table indicates timelines and deliverables of project.

S. No.	Action Item	Timelines
1	Preparation and Submission of SRS	T+2 weeks
2	Application development and customization	T+7 weeks
3	UAT	T+8 weeks
4	Go-Live	T+9 weeks
5	Maintenance of application	T+28 weeks
<b>* Here T is date of agreement</b>		

### 5.13. Deliverable acceptance Criteria

Department will identify a small project Management Team for timely monitor the development of application and review the deliverables done by Bidder, if any deviations found by department have an authority to initiate an action. With mutually agreed of deliverable, department will signoff for Go-Live of application.

### 5.14. Maintenance

After Go-Live of application, the maintenance phase will start for operations of application, during the maintenance phase the Successful Bidder has to monitor the complete requirements of application needs and need to modify if necessary changes in the application, if any major changes need to be done in application with the mutual

understanding of department and Successful Bidder will be considered as Change Request. Maintenance will be as specified at RFP Clause– Project Deliverables and Timelines after Go-Live of application.

On completion of the Maintenance period, if required, the bidder needs to extend the maintenance for a period of 6 months with commercials less than or equal to the amount initially quoted in the bid.

## 6. Contract Terms & Conditions

### 6.1. Signing of Contract

- The contract agreement shall be signed by the Agriculture Dept, Govt. of Telangana.

### 6.2. Contract Period – Module wise Engagement Timelines

The successful bidder(s) shall enter into contract agreement for a period of 9 Months.

### 6.3. Roles and Responsibilities of the Partners

#### 6.3.1. Department of Agriculture, Govt. of Telangana

1. Financial Management: Sanctioning State's share of grant for the project, and planning the financials such as payment milestones and invoice processing.
2. Identifying project locations (districts/mandals/villages)
3. Identifying individual farms (selecting farmers)
4. Identifying a senior nodal officer to facilitate data requests, approvals, and other administrative activities for timely completion of project goals.
5. Identifying nodal officers for each sub-project for on-ground support at all project locations.
6. Introduction of identified officials and farmers at all project location to the vendors and other partners
7. Official submission of reports to the funding agency
8. Review the project progress
9. Approval of the reports /artifacts submitted by vendors.
10. Submission of the reports UCs, required documentation to the Ministry.

#### 6.3.2. Department of ITE&C, Govt. of Telangana

1. Review project plan and budgets for all sub-projects
2. Finalize and Publish of RFPs and selection of the vendors and issue of work orders
3. Assist department in Evaluation of RFPs and selection of suitable vendors for specific sub-projects (in consultation with other partners)
4. Screening the protocols for each sub-project (in consultation with other partners)
5. Field coordination for deployment (at project sites)
6. Review the progress
7. Review of reports submitted by the vendors, measuring success against pre-defined metrics and provide inputs
8. Organize consultative sessions with critical stakeholders to collect feedback on usefulness and extent of adoption of the solutions.
9. A detailed impact study will be conducted to assess impact of tech intervention for each stakeholder.
10. Coordinating final demonstrations of all sub-projects to funding agency
11. Reviewing vendor's final project report, and finalising project closure reports

### 6.3.3. Research and Innovation Circle of Hyderabad (RICH)

1. Preparation of project planning and budget preparation for all sub projects
2. Drafting of RFPs
3. Assist department in Evaluation of RFPs and selection of suitable vendors for specific sub-projects (in consultation with other partners)
4. Coordinating and screening protocol development with selected vendors
5. Visiting vendor locations and testing the devices
6. Periodical visits to project sites to review the progress
7. Field coordination for deployment (at project sites)
8. Periodical field visits as decided by other partners
9. Technical support to vendors on preparation of reports
10. Field support to vendors on final demonstration
11. A detailed impact study will be conducted to assess impact of tech intervention for each stakeholder.
12. Reviewing vendor's final project report, and finalising project closure reports

### 6.3.4. Selected Bidder(s)

1. Kick-off requirement gathering and agreement on the to-be-developed software features and the expected Outcomes & Deliverables.
2. Submit Project Plan, Design solution architecture, user interface and hardware protocols (devices and deployment procedures) and submitting to Dept of ITE&C and RICH for approval.
3. Design, Develop, Test and Deploy the application on Cloud.
4. Procurement of all the required devices and spares for each project
5. Development of each software module, and deployment of corresponding devices (if any)
6. To ensure Quality Assurance of developed system
7. Testing the platform under various test cases and bug fixing.(User Acceptance Test)
8. Two(2) on-site trainings are to be provided by the bidder and on-boarding users with provision of user manuals.
9. Data Analysis
10. Preparation of periodical reports/presentations to project partners (monthly)
11. Revising reports and submitting to the Dept of ITE&C and Dept of Agriculture
12. Carrying out corrections as suggested by the lead partners after the interim reviews
13. Final demonstration to funding agency
14. Preparation of final project report and submitting to the Dept of ITE&C for review
15. Furnish all deliverables as per the RFP
16. Go-live and continued O&M support (remote and on-ground) upto 6 months to a year post go-live.
17. The bidder shall rectify and/or take necessary action to overcome any

nonconformities/observations with respect to their work as reported by department as promptly as possible and at no additional cost to department if such rectification / action is required to be undertaken during the contract period (that is, till the end of the O&M phase).

#### 6.3.5. Role of TSTS

1. Tender Management & Identification of suitable Solution Provider and Contract Finalization
2. Drafting of RFPs
3. Assist department in Evaluation of RFPs and selection of suitable Solution Provider for specific module (in consultation with other partners)
4. Project Monitoring

#### 6.4. Payment Terms

- The payment shall be made as per the scope delivery of services on milestone basis, and submission of invoices with necessary certifications from the competent authority. The following table depicts payment release criteria:

Sno	Milestone	Payment release criteria (% of Tender Value)
1	Submission of project/implementation plan	20% of Tender value
2	Development/Customization and UAT of application	30% of Tender value
3	Go-Live of application	20% of Tender value
4	Maintenance of Application(7months)	Balance paid equally on quarterly basis

#### 6.5. Payment Authority

The Agriculture Dept./TSTS will make the payment as per payment terms and conditions on submission of invoices with necessary certifications.

#### 6.6. Service Level Agreement:

The purpose of this Service Level Agreement (hereinafter referred to as SLA) is to clearly define the levels of service which shall be expected by the Successful Bidder to department for the duration of this contract. Agriculture Department shall regularly review the performance of the services being provided by the Successful Bidder and the effectiveness of this SLA.

##### **Definition**

Service Level Agreement (SLA) is the agreement between Agriculture Department and the Successful Bidder bidding for the project. Department would monitor Successful Bidder's compliance of the SLA. SLA defines the responsibility of the Successful Bidder

in ensuring the performance of the Proposed Project based on the agreed performance indicators.

S. No.	Deployment SLA component	Baseline * (T) (In weeks)	Low Performance	Penalty **
1	Submission of SRS, Project/ Implementation plan	=T+2	>T+2	A Penalty of 0.5% per week for first two weeks, 1% per week for every subsequent week or part thereof. This is subject to a maximum of 5%. Penalty will be computed on contract value.
2	Development and customization of the proposed solution	=T+7	>T+ 7	A Penalty of 0.5% per week for first two weeks, 1% per week for every subsequent week or part thereof. This is subject to a maximum of 5%. Penalty will be computed on contract value.
3	System Integration, Final User Acceptance Testing	=T+8	>T+8	A Penalty as 2% per week for first two weeks, 4% per week for every subsequent week or part thereof. This is subject to a maximum of 20%. Penalty will be computed on contract value.
4	Go Live of the proposed solution	=T+9	>T+9	A Penalty as 2% per week for first two weeks, 4% per week for every subsequent week or part thereof. This is subject to a maximum of 20%. Penalty will be computed on contract value.
5	Maintenance of the application	During the O&M period, the applications (both Web & Mobile) should be 24X7 accessible/ uptime. Project deliverables and MIS Reports as requested by the Dept. are to be provided from time to time including support on the customisation required. A deviation in this shall attract a penalty of 1% of the Quarterly payment.		

### 6.7.Exit Management

Near to the completion of the project/expiry of the contract the Successful Bidder needs to plan for an exhaustive Knowledge Transfer exercise which shall ensure that on expiry of the

engagement, Department or its designated agency is able to operate and provide services to different Departments.

The Successful Bidder needs to ensure that the strategic control of entire solution is transferred to Agriculture Department or its nominated agency.

The Successful bidder of Produce Grading and Quality Assaying module, needs to hand over the Quality analyzer to the department as part of the exit management.

### 6.8. Intellectual Property Rights and Ownership

1. All data or information supplied by the Agriculture department to Service Provider and/or its employee or agent in connection with the provision of Services by Service Provider shall remain the property of the client.
2. Without the client's prior written approval, Service provider shall not, in performing the Services, use or incorporate, link to or call or depend in any way upon, any software or other intellectual property that is subject to an Open Source or Copy-left license or any other agreement that may give rise to any third-party claims.
3. Service Provider shall, at its own expenses without any limitation, defend and indemnify the department against all third party claims or infringements of Intellectual Property Rights including patent, trademark, copyright, trade secret or industrial design rights arising from use of the Deliverables or any part thereof in India or abroad.
4. Service provider shall expeditiously extinguish any such claims and shall have full rights to defend itself there from. If the client is required to pay compensation to a third party resulting from such infringement(s), Service Provider shall be fully responsible therefore, including all expenses and court and legal fees.

### 6.9. Confidentiality

Information relating to evaluation of Proposals and recommendations concerning awards shall not be disclosed to the Bidder who submitted the Proposals or to other persons not officially concerned with the process, until the publication of the award of Contract. The undue use by any Bidder of confidential information related to the process may result in the rejection of its Proposal.

### 6.10. Other Information

The Solution Provider(s) shall submit regular monthly reports for development of application and support as agreed with the Agriculture department/ITE&C Department at the time of signing the Contract.

## 7. General Instruction to Bidders

Name of the Client/User Department	Information Technology, Electronics & Communications Department, Govt. of Telangana
Name of the Consultant/Tendering Agency:	The Managing Director, Telangana State Technology Services (TSTS) Ltd., 2 <sup>nd</sup> floor, HACA Bhavan, Near Assembly, Hyderabad.

### 7.1. Definitions

In this context, the following terms shall be interpreted as indicated. Terms defined in general instructions to bidders section shall have the same meaning.

- **Bidder/Service Provider/ Solution Provider** means any DIPP Registered Startup(s) offering the solution(s), service(s) and/or materials required in the tender call.
- **Client** means the agency with which the selected Bidder signs the Contract for the Services.
- **Contract** means the agreement entered into between the Agriculture Dept and the selected bidder, as recorded in the contract form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein;
- **Contract price** means the price payable to the successful bidder under the contract for the full and proper performance of its contractual obligations;
- **Day** means calendar day.
- **Financial bid** means that part of the offer, that provides price schedule, total project costs etc.
- **GCC** means the general conditions of contract contained in this section.
- **Goods and services** mean the solution(s), service(s), materials or a combination of them in the context of the tender call and specifications.
- **Government** means the Government of Telangana.
- **Incidental services** means those services ancillary to the supply of the goods and services, such as transportation and insurance, and any other incidental services, such as installation, commissioning, provision of technical assistance, training and other such obligations of the selected bidder covered under the contract;
- **Instructions to Bidders** means the document which provides shortlisted Bidders with all information needed to prepare their Proposals.
- **LOI** (Section 1 of the RFP) means the Letter of Invitation being sent by the Client to the shortlisted Bidders.
- **Personnel** means professionals and support staff provided by the Bidder or by any Sub-Contractor and assigned to perform the Services or any part thereof;
- **Pre-qualification and Technical bid** means that part of the offer, that provides information to facilitate assessment, by TSTS, professional, technical and financial standing of the bidder, conformity to specifications etc.

- **Project site**, where applicable, means the place(s) where goods/services are to be made available to user.
- **Purchaser/ User** means ultimate recipient of goods and services- Agriculture Dept.
- **RFP** means the Request For Proposal to be prepared by the Client for the selection of Bidders
- **SCC** means the special conditions of contract if any.
- **Services** means the work to be performed by the Bidder pursuant to the Contract.
- **Specification** means the functional and technical specifications or statement of work, as the case may be.
- **Tender call or invitation for bids**, means the detailed notification seeking a set of solution(s), service(s), materials or any combination of them.
- **Terms of Reference (ToR)** means the document included in the RFP as Section 3 which explains the objectives, scope of work, activities, tasks to be performed, respective responsibilities of the Client and the Bidder, and expected results and deliverables of the assignment.
- **Three part bid** means the pre-qualification bid, technical and financial bids put in separate covers are evaluated separately and their evaluation is sequential.
- **TSTS** means the Telangana State Technology Services Ltd.,
- **The word goods** when used singly, shall mean the hardware, firmware component of the goods and services.
- **The word manufacture** when used in the context of services shall mean “performance” and in case of solution(s) shall mean “worked out”, “developed” or “executed” depending on context.

## 7.2.General Eligibility

This invitation is open to only Startups registered with The Department of Industrial Policy & Promotion (DIPP)

## 7.3.Bidding Procedure:

- The Bidder is expected to respond to the requirements as completely and in as much relevant detail as possible and focus on demonstrating Bidder’s suitability to become the implementation partner of the Purchaser.
- The Bidders are expected to examine all instructions, forms, terms, project requirements and other information in the RFP documents. Failure to furnish all information required as mentioned in the RFP documents or submission of a proposal not substantially responsive to the RFP documents in every respect will be at the Bidder's risk and may result in rejection of the proposal.
- Offers should be made in three parts namely, “Pre-qualification bid”, “Technical bid” and “Financial bid” and in the format given in bid document.

- EMD should be enclosed in an envelope and be submitted to TSTS before bid closing date & time.
- Tenders will be accepted only from those who have received/ purchased bid document from TSTS.
- A complete set of bidding documents may be obtained by interested bidders from the TSTS contact person
- All correspondence should be with TSTS contact person.

#### 7.4.Preparation of Pre-qualification bid:

It shall include the following information about the firm and/or its proposal.

- General information on the bidder's company in the prescribed Form
- Financial Turn over details in relevant field in the prescribed Forms
- List of Major Customers in support of Past Project Experience in the prescribed Form
- Certifications if any
- Manpower Availability
- Any other Proof documents as mentioned in Pre-qualification criteria

#### 7.5.General business information:

The bidder shall furnish general business information to facilitate assessment of its professional, technical and commercial capacity and reputation.

#### 7.6.Preparation of Technical Bid

It shall consist of the following parts.

- Check list in the prescribed
- Project Management & Implementation Plan for execution of project
- Technical Solution proposed
- Acceptance / Deviation statement
- Details of Manpower proposed for the project in the prescribed

#### 7.7.Preparation of Financial bid:

The financial bid should provide cost calculations corresponding to unit price of each component of the project duly mentioning the applicable taxes in the prescribed Forms.

#### 7.8.Pre-bid Meeting

In view of the COVID-19 pandemic all around, the bidders are requested to submit their queries through mail to the mentioned mail ids.

#### 7.9.Bid evaluation procedure

Bids would be evaluated for entire scope of work. Bidders should offer prices for all the items and for the full quantity of an item failing which such bid will not be considered. Technical bid documentation should be in the prescribed format. If a bidder has any comment to offer about the procedural aspects of this tender, it should be intimated to

TSTS during the pre-bid meeting. In case the scope or procedure of tender processing is revised, the same shall be communicated to all bidders who have purchased the bid document.

#### 7.10. Opening of Bids

Immediately after the closing time, the TSTS shall open the pre-qualification bid' on eProcurement platform, and list them for further evaluation. The Technical bids of only those bidders who qualify in the pre-qualification bid will be opened. After evaluation of technical bids, the financial bids of only those bidders who qualify in technical evaluation will be opened. Since the bid opening is on e-Procurement portal, the bidders are advised to check the status of bid evaluation on eProcurement portal.

#### 7.11. Pre-qualification bid documentation

The Pre-qualification bid documentation shall be evaluated in two sub-steps. Firstly, the documentation furnished by the bidder shall be examined prima facie to see if the technical skill base and financial capacity and other bidder attributes claimed therein are consistent with the needs of this project. In the second step, TSTS/Evaluation Committee may ask bidder(s) for additional information, visit to bidders site and/or arrange discussions with their professional, technical faculties to verify claims made in Pre-qualification bid documentation.

#### 7.12. Technical bid documentation

Technical bid documentation shall be evaluated in two sub-steps. Firstly, the documentation furnished by the bidder shall be examined prima facie to see if the product /services offered, technical skill base and financial capacity and other bidder attributes claimed therein are consistent with the needs of this project. In the second step, TSTS/Evaluation Committee may ask bidder(s) for additional information, visit to bidders site and/or arrange discussions with their professional, technical faculties to verify claims made in technical bid documentation.

#### 7.13. Financial bid

Final choice of firm to execute the project shall be made on the basis of conformity to technical requirements, appropriateness of the services offered, capability of bidder to execute and service the project and appropriateness of financial offer from the point of view of cost-effectiveness over the entire contract period for the product/services. The decision of the Evaluation Committee shall be final in this regard.

#### 7.14. Bid forms

- Wherever a specific form is prescribed in the bid document, the bidder shall use the form to provide relevant information. If the form does not provide space for any required information, space at the end of the form or additional sheets shall be used to convey the said information.

- For all other cases the bidder shall design a form to hold the required information.

#### 7.15. Cost of Bidding

- The bidder shall bear all costs associated with the preparation and submission of its bid, and TSTS will in no case be responsible for those costs, regardless of the conduct or outcome of the bidding process.
- Bidder is expected to examine all instructions, forms, terms, and specifications in the bidding documents. Failure to furnish all information required by the bidding documents or to submit a bid not substantially responsive to the bidding documents in every respect will be at the bidder's risk and may result in the rejection of its bid.

#### 7.16. Clarification of bidding documents

- A prospective bidder requiring any clarification of the bidding documents may notify TSTS contact person. TSTS response (including an explanation of the query but without identifying the source of inquiry) will be communicated.
- The concerned person of TSTS/AgricultureDept will respond to any request for clarification of bidding documents which it receives no later than bid clarification date mentioned in the notice prior to deadline for submission of bids prescribed in the tender notice. No clarification from any bidder shall be entertained after the close of date and time for seeking clarification mentioned in tender call notice. It is further clarified that TSTS shall not entertain any correspondence regarding delay or non receipt of clarification by bidder.

#### 7.17. Amendment of bidding documents

- At any time prior to the deadline for submission of bids, TSTS, for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, may modify the bidding documents by amendment.
- All prospective bidders those have received the bidding documents will be notified of the amendment, and such modification will be binding on all bidders.
- In order to allow prospective bidders reasonable time in which to take the amendment into account in preparing their bids, the TSTS, at its discretion, may extend the deadline for the submission of bids.

#### 7.18. Period of validity of bids

- Bids shall remain valid for the duration specified in the bid document, after the date of bid opening prescribed by TSTS. A bid valid for a shorter period shall be rejected as non-responsive.
- In exceptional circumstances, the TSTS may solicit the bidders' consent to an extension of the period of validity. The request and the responses thereto shall be

made in writing. A bidder granting the request will not be permitted to modify its bid.

#### 7.19. Submission of bids

The bidders shall submit the bids (PQ, TQ & Commercials) on eProcurement portal only. No other mode of bid submission is permitted. **Commercial bid should not be enclosed with PQ or TQ bids.**

#### 7.20. Deadline for submission of bids

- Bids must be received by the TSTS contact person no later than the bid submission date and time specified in the tender call notice.
- The TSTS may, at its discretion, extend this deadline for the submission of bids by amending the tender call, in which case all rights and obligations of the TSTS and bidders previously subject to the deadline will thereafter be subject to the deadline as extended.

#### 7.21. Late bids

Any bid not received by the TSTS contact person by the deadline for submission of bids will be rejected

#### 7.22. Modification and withdrawal of bids

- No bid can be modified subsequent to the deadline for submission of bids.
- No bid can be withdrawn in the interval between the deadline for submission of bids and the expiration of the period of bid validity.

#### 7.23. Bid prices

- The bidder shall indicate the unit prices (where applicable) and the total bid price of the goods/services it proposes to supply under the contract.
- The bidder shall indicate Basic Prices and taxes, duties etc. separately ( if required) in the form prescribed.
- Bidder's separation of price components will be solely for the purpose of facilitating the comparison of bids by TSTS and will not in any way limit the purchaser's right to contract on any of the terms offered.
- Prices quoted by the bidder shall be fixed during the bidder's performance of the contract and not subject to variation on any account unless otherwise specified in the tender call. A bid submitted with an adjustable price quotation will be treated as non responsive and will be rejected.
- Bid currency: Prices shall be quoted in Indian rupees and Charges quoted should be inclusive of all types of Taxes.

## 8. Standard Procedure for Opening and Evaluation of bids

### 8.1. Outline of bid evaluation procedure:

1. The bid opening and evaluation process will be sequential in nature. Means that bidder must qualify a particular stage to be eligible for next stage. Immediately after the closing time, the TSTS contact person shall open the Pre-qualification bids and list them for further evaluation. The Technical and financial bid covers shall be listed and put into a bag to be sealed according to TSTS procedure. The sealed bag of technical and financial bids shall be in custody of a designated officer for opening after evaluation of Pre-qualification bids. Thereafter, Technical bids of qualified bidders will be opened, keeping financial bid in sealed bag. Finally financial bids of those bidders will be opened who are short listed in technical evaluation.
2. In case of composite bid - technical and financial bids combined together, first technical evaluation will be done followed by financial evaluation of only those bids, which have qualified in technical evaluation.
3. Any participating bidder may depute a representative to witness these processes.
4. The standard procedure, described here will stand appropriately modified, in view of special procedures of bid evaluation as mentioned in tender call or **elsewhere** in this bid document or TSTS may deviate from these in specific circumstances if it feels that such deviation are unavoidable, or will improve speed of processing and consequent project execution.

### 8.2. Opening of bids

Bids will be opened in the presence of bidder's representatives, who choose to attend. The bidder representatives who are present shall sign a register evidencing their attendance.

1. The bidders names, bid modifications or withdrawals, discounts, and the presence or absence of requisite bid security and such other details as the TSTS officer at his/her discretion, may consider appropriate, will be announced at the opening. No bid shall be rejected at bid opening, except for late bids, which shall be returned unopened.
2. Bids that are not opened and read out at bid opening shall not be considered further for evaluation, irrespective of the circumstances. Withdrawn bids will be returned unopened to the bidders.

### 8.3. Clarification of bids:

During evaluation of the bids, the evaluation committee may, at its discretion, ask the bidder for clarification of its bid.

#### 8.4.Preliminary Examination:

1. Preliminary scrutiny will be made to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the bids are generally in order.
2. Arithmetical errors will be rectified on the following basis.
  - a. If there is discrepancy between the unit price and the total price, which is obtained by multiplying the unit price with quantity, the unit price shall prevail and the total price shall be corrected unless it is a lower figure. If the supplier bidder does not accept the correction of errors, its bid will be rejected.
  - b. If there is discrepancy in the unit price quoted in figures and words, the unit price, in figures or in words, as the case may be, which corresponds to the total bid price for the item shall be taken as correct.
  - c. If the bidder has not worked out the total bid price or the total bid price does not correspond to the unit price quoted either in words or figures, the unit price quoted in words shall be taken as correct.
3. TSTS may waive any minor informality, nonconformity or irregularity in a bid which does not constitute a material deviation, provided such waiver does not prejudice or affect the relative ranking of any bidder.
4. Prior to the detailed evaluation, TSTS will determine the substantial responsiveness of each bid to the bidding documents. For purposes of these clauses, a substantially responsive bid is one which conforms to all the terms and conditions of the bidding documents without material deviations.
5. If a bid is not substantially responsive, it will be rejected by the TSTS and may not subsequently be made responsive by the bidder by correction of the nonconformity.
6. In addition to the above, activities and items described in the Technical Proposal but not priced, shall be assumed to be included in the prices of other activities or items. In case an activity or line item is quantified in the Financial Proposal differently from the Technical Proposal, the Evaluation Committee shall correct the quantification indicated in the Financial Proposal so as to make it consistent with that indicated in the Technical Proposal, apply the relevant unit price included in the Financial Proposal to the corrected quantity and correct the total Proposal cost.

#### 8.5.Evaluation of Pre-qualification bids:

Pre - qualification bid documentation shall be evaluated in two sub-steps.

1. Firstly, the documentation furnished by the bidder will be examined prima facie to see if the technical skill base and financial capacity and other bidder attributes claimed therein are consistent with the needs of this project as mentioned in Chapter(2).

2. In the second step, TSTS may ask bidder(s) for additional information, visit to bidders site and/or arrange discussions with their professional, technical faculties to verify claims made in technical bid documentation.

#### 8.6. Technical bid documentation & Evaluation:

1. Bidders who meet the pre-qualifications/eligibility requirements as on date of bid submission would be considered as qualified to move to the next stage of Technical evaluation.
2. The evaluation committee shall evaluate the Technical Proposals on the basis of their responsiveness to the Terms of Reference, applying the evaluation criteria, sub criteria, and point system specified. Each responsive Proposal will be given a technical score (St). A Proposal shall be rejected at this stage if it fails to achieve the minimum technical score indicated in the Data Sheet. The Selection approach is QCBS(Quality-Cost based System) 75% point for technical criteria points and 25% weightage for financial evaluation points.
3. Evaluators of Technical Proposals shall have no access to the Financial Proposals until the Technical evaluation is concluded.
4. Technical bid documentation shall be evaluated in two sub-steps.
5. Firstly, the documentation furnished by the bidder will be examined prima facie to see if the offer made, technical skill base and financial capacity and other bidder attributes claimed therein are consistent with the needs of this project.
6. In the second step, TSTS may ask bidder(s) for additional information, visit to bidders site and/or arrange discussions with their professional, technical faculties to verify claims made in technical bid documentation.
7. As part of Technical bid, the bidders who qualify the pre-qualification criteria, would be invited for giving a technical presentation, which would be evaluated by the Committee.

**The bidders have to be judged by certain technical parameters, as per the weightage given as under:-**

#### **Technical Evaluation Criteria:**

#	Criteria	Points
(i)	Specific experience of the Bidders relevant to the assignment: <ul style="list-style-type: none"><li>• Experience using the relevant Commodity grading Technologies in Agriculture -20</li><li>• Experience in Developing Emerging Technology Solution for Agriculture -20</li></ul>	40
(ii)	Adequacy of the proposed methodology and work plan relevant to the Terms of Reference	20
(iii)	Relevant qualification and experience of Key staff	20
(iv)	Presentation of Solution(project Specific)	20

	Total points for the four criteria:	100
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**Note: Bidder has to score minimum 75 % marks to qualify in the Technical Stage.**

### 8.7.Evaluation of Financial bids

Financial bids of those bidders who qualify all phases of the pre-qualification and technical bid evaluation including technical presentations and corresponding to chosen technical bid choices will only be opened. All other financial bids will be ignored. TSTS will assess the nature of financial offers and may pursue any or all of the options mentioned under financial bid .

### 8.8.Overall Bid Evaluation:

- i. The Bid evaluation shall be undertaken by the Evaluation Committee comprising of officials from Agriculture Department, ITE&C Dept. and TSTS.
- ii. A **three-stage** procedure will be adopted for evaluation of proposals, with the pre-qualification, technical and thereafter financial proposals being opened and compared.
- iii. The Committee will evaluate the bids of the bidders to determine whether the bids are substantially responsive. Bids that are not substantially responsive are liable to be disqualified. The Bidders shall be asked to give technical presentation by the Committee on the approach methodology to implement the project as per scope of work.
- iv. The evaluation Committee will assign points to the bidders based on the technical evaluation criterion mentioned & approved by committee.
- v. The bidders have to score minimum of **75 marks** in Technical evaluation to be considered for commercial bid opening. The bidders who score less than 75 marks shall summarily rejected at TQ Stage and no reasoning what so ever will be provided.
- vi. The commercial bids for the technically qualified bidders will then be opened and reviewed to determine whether the commercial bids are substantially responsive.
- vii. **Financial Evaluation Criteria**

The lowest evaluated Financial Proposal (Fm) will be given the maximum financial score (Sf) of 100 points. The financial scores (Sf) of the other Financial Proposals will be computed as follows:

$$Sf = 100 \times Fm / F.$$

Proposals will be ranked according to their combined technical (St) and financial (Sf) scores using the weights (T = the weight given to the Technical Proposal; P = the weight given to the Financial Proposal; T + P = 1) indicated as follows:

$$T = 0.75, \text{ and } P = 0.25$$

$S = St \times T\% + Sf \times P\%$ . The firm achieving the highest combined technical and financial score will be invited for negotiations.

- viii. The ranking of bidders shall be decided on the basis of total bid value for all the items & most responsive option will be considered.
- ix. Conditional bids are liable to be rejected. Any attempt by a bidder to influence it's the bid evaluation process may result in the rejection of the bidder's bid.

#### 8.9. Evaluation and Comparison of financial bids

Evaluation of financial bids will exclude and not take into account any offer not asked for or not relevant to the present requirements of user.

#### 8.10. Award criteria

The proposals will be ranked in terms of the combined technical and financial score obtained from Highest to Lowest. The bidder with the Highest score for the scope of services may be considered for award of contract by the Committee. The successful bidder shall enter into Contract Agreement with User Dept. with the stipulated time as mentioned in the RFP.

Final choice of firm to execute this project shall be made on the basis of conformity to technical requirements, appropriateness of the product/services offered, appropriateness of financial offer from the point of view of cost-effectiveness, total cost of ownership over entire contract period for the product/services and past track record of bidder.

#### 8.11. Right to accept any bid and to reject any or all bids.

Agriculture Dept./ITE&C Dept /TSTS reserves the right to accept or reject any bid, and to annual the bidding process and reject all bids at any time prior to award of contract, without thereby incurring any liability to the affected bidder(s) or any obligation to inform the affected bidder(s) of the grounds for such decision.

#### 8.12. Signing of Contract

- 8.12.1. Based on the approval of Evaluation Committee, TSTS notifies the successful bidder(s) that its bid has been accepted, will send the successful bidder the Contract Form provided in the bidding documents, incorporating all agreements between the parties.
- 8.12.2. On receipt of the Contract Form, the successful bidder shall sign and date the contract and return it to the Agriculture Dept.
- 8.12.3. The contract agreement shall be signed by the AgricultureDept, Govt. of Telangana.

#### 8.13. Failure to Agree with the Terms and Conditions of the RFP

Failure of the successful Bidder to agree with the Draft Legal Agreement and Terms & Conditions of the RFP shall constitute sufficient grounds for the annulment of the award, in which event AgricultureDepartment, Govt of Telangana may award the contract to the next best value Bidder or call for new proposals from the interested Bidders.

#### 8.14. Contacting TSTS

- Bidder shall not approach TSTS officers out side of office hours and / or out side TSTS office premises, from the time of the tender call notice to the time the contract is awarded.
- Any effort by a bidder to influence TSTS officers in the decisions on bid evaluation, bid comparison or contract award may result in rejection of the bidder's offer and bidder may also marked as ineligible for future bids. If the bidder wishes to bring additional information to the notice of the TSTS, it should do so in writing.

#### 8.15. Corrupt, Fraudulent and unethical practices

8.15.1. "Corrupt practice" means the offering, giving, receiving or soliciting of any thing of value to influence the action of a public official in the process of contract execution and

8.15.2. "Fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to detriment of the purchaser, and includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Purchaser of the benefits of free and open competition:

8.15.3. "Unethical practice" means any activity on the part of bidder which try to circumvent tender process in any way. Unsolicited offering of discounts, reduction in financial bid amount, upward revision of quality of goods etc after opening of financial bids will be treated as unethical practice.

8.15.4. Agriculture Dept/TSTS will reject a proposal for award and also may debar the bidder for future tenders in AgricultureDept/TSTS, if it determines that the bidder has engaged in corrupt, fraudulent or unethical practices in competing for, or in executing a contract.

## 9. Special Conditions of proposed Contract (SCC)

### 9.1. Other Terms and Conditions:

1. The Service Provider shall comply with such directions as the user may issue from time to time for the smooth working and in the furtherance of the overall objective.
2. The Service Provider shall be solely responsible for all acts of omission and commission occasioned by his personnel in carrying out the terms of the agreement.
3. The Service Provider or his personnel shall not use or cause to be used, the data or information provided to him or acquired by him during the process of providing services for any purpose, whatsoever, except for, which is required to perform the job as required in the agreement. Such data or information shall be surrendered to the Department at the expiry of the agreement.
4. In case the Service Provider is not able to rectify any of the problems, it shall be competent for the Department to get the same rectified by the manufacturer or any other suitable agency and recover the entire amount incurred by the Department in the process, from the Service Provider by way of deduction from the quarterly charges payable to the Service Provider.

### 9.2. Delays in the Service Providers performance

1. Delivery of the services shall be made by the Bidder in accordance with the service quality specified by AgricultureDept/TSTS in the bid document.
2. Any delay by the bidder in the performance of its obligations under the contract, shall render the bidder liable to the imposition of liquidated damages at a rate as indicated in bid document.
3. If at any time during performance of the Contract, the Bidder should encounter conditions impeding timely performance of services, the Bidder shall promptly notify the AgricultureDept in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the bidder's notice, AgricultureDept shall evaluate the situation and may at its discretion extend the Bidder's time for performance, with or without liquidated damages.

### 9.3. Liquidated damages

If the Bidder fails to perform any one or all the services within the time period(s) specified in the Contract, the Agriculture Dept shall, without prejudice to its other remedies under the Contract, deduct from the amount payable to bidder as liquidated damages, a sum equivalent to, as per the terms indicated in the bid document, until actual delivery or performance, subject to maximum limit. Once the maximum is reached, the ITE&C Dept may consider termination of the contract.

#### 9.4. Termination for Default:

1. AgricultureDept, without prejudice to any other remedy available for breach of Contract, may terminate the Agreement in whole or in part, by a 30 days' notice in writing to the Service Provider, for any one or all of the following. The Service Provider shall be paid for services rendered up to the effective date of termination.
2. If the Service Provider fails to maintain the systems to the minimum assurance quality as per the scope of the work, or
3. If the Service Provider fails to provide all or any of the Contracted services as per service standards specified in the Agreement, or
4. If the Service Provider fails to perform any other obligation(s) under the Agreement, or
5. If the Service Provider, in the judgment of the Dept., or TSTS has engaged in corrupt, fraudulent or unethical practices in competing for or in executing the Contract.
6. The AgricultureDept shall issue a notice explaining the nature of violations committed by the Service Provider and afford an opportunity to the Service Provider to represent his case, before termination of the agreement.
7. In the event AgricultureDept terminates the Agreement in whole or in part, AgricultureDept may procure, upon such terms and in such manner as it deems appropriate, services similar to those undelivered, and the Service Provider shall be liable to pay to AgricultureDept for any excess costs incurred for procuring such similar services. However, the Service Provider shall continue performance of the Agreement to the extent not terminated.

#### 9.5. Termination for Insolvency:

If the Service Provider becomes bankrupt or otherwise insolvent, Agriculture Dept., may at any time terminate the Contract by giving written notice of 30 days to the Service Provider. In this event, termination will be without compensation to the Service Provider, provided that such termination shall not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the Agriculture Dept.,

#### 9.6. Termination for Convenience:

1. Agriculture Dept., may, by written notice to the Service Provider, terminate the Contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that the termination is for its convenience, and the extent to which performance of the Service Provider under the Contract is completed.
2. The Contract may be terminated by AgricultureDept in case of withdrawal of the Scheme by Government of India or instructions of GoI to use the software developed or any other instructions issued by GoI/Government of Telangana from time to time.

3. In such an event, the AgricultureDept., may elect to pay to the Service Provider, a mutually agreed amount for partially completed services, within 30 days from the date of termination of contract.

#### 9.7. Force Majeure:

1. The Service Provider shall not be liable for forfeiture or levy of Liquidated Damages, or termination for default if and to the extent that it's delay in performance or other failure to perform its obligations under the Agreement in the result of Force Majeure.
2. For purposes of this Clause, "Force Majeure" means an unforeseeable event beyond the control of the Service Provider and not involving the Service Provider's fault or negligence. Such events shall include, but are not restricted to, acts of the ITE&C Dept., in its sovereign capacity, war or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes.
3. If a Force Majeure situation arises, the Service Provider shall promptly notify the AgricultureDept., in writing of such condition and the cause thereof. Unless otherwise directed by the AgricultureDept., in writing, the Service Provider shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performances.
4. Note: Damage to any system due to Electrical fluctuations will not be covered under this clause.

#### 9.8. Assignment & Sub Contracts:

As per the scope of this Agreement sub-contracting is STRICTLY PROHIBITED.

The Service Provider shall not assign, in whole or in part, its rights and obligations to perform under this Contract to any third party.

#### 9.9. Amendment to the Agreement:

Amendments to the Agreement may be made by mutual agreement by both the parties. No variation in or modification in the terms of Contract shall be made except by written amendment signed by both the parties.

#### 9.10. Applicable Law:

The Agreement shall be interpreted in accordance with appropriate Indian laws.

#### 9.11. Resolution of Disputes:

1. AgricultureDept/TSTS, and the Bidder shall make every effort to resolve amicably by direct informal negotiations any disagreement or dispute arising between them under or in connection with the Agreement.
2. If, with in thirty (30) days from the commencement of such informal negotiations, parties are unable to resolve dispute amicably, either party may approach for resolution to the formal mechanisms, which may include, but are not restricted to, conciliation mediated by a third party, or in accordance with the Arbitration and Conciliation Act, 1996.

3. All Arbitration proceedings shall be held at Hyderabad, Telangana and the language of the arbitration proceedings and that of all documents and communications between the parties shall be in English language.

#### 9.12. Use of Contract Documents and Information

1. The Service Provider or its employee shall not without prior written consent from AgricultureDept., disclose the Agreement or any provision thereof or any specification, plans, drawings, pattern, samples or information furnished by or on behalf of AgricultureDept., to any party during the contract and thereafter. Disclosure of such information to its employee shall be made in confidence and shall extend only so far, as may be necessary for such performance.
2. The Service Provider shall not without prior written consent of AgricultureDept., make use of any document or information made available for the project except for purposes of performing the contract and no more.
3. All project related documents issued by AgricultureDept., other than the Agreement itself shall remain the property of AgricultureDept., and shall be returned (all copies) to AgricultureDept., on completion of the Service Provider 's performance under the Agreement, if so required by the AgricultureDept.,.

#### 9.13. Governing Language:

All correspondence and documents pertaining to the Agreement that are exchanged by the parties shall be written in English language only.

#### 9.14. Notices:

1. Any notice given by one party to the other pursuant to this Agreement shall be sent to the other party in writing or by E-mail, Telegram or facsimile and confirmed in writing to the other party's address.
2. A notice shall be effective from the date, when it is delivered or tendered or affixed at a conspicuous place of normal working, whichever is earlier.

#### 9.15. Indemnification:

TSTS, or ITE&C Dept will not indemnify for any loss or damages caused to the bidder or it staff in any form during their performance on the project.

#### 9.16. Taxes and duties:

The bidder shall be entirely responsible for all taxes, duties, license fee, Octroi, road permits etc. incurred until delivery of the contracted Goods/services at the site of the user or as per the terms of tender document if specifically mentioned.

However, the Bidder has to submit invoices Inclusive of all Taxes. In case of imposition of any new taxes or increase/decreased in tax structure by the Government then the same would be to the account of the User Department.

## Bid Letter Form

From:

(Registered name and address of the bidder.)

To:

The Managing Director

Telangana State Technology Services Ltd.,

2<sup>nd</sup>floor, HACA Bhavan, Near Assembly, Hyderabad

Sir,

Having examined the bidding documents, we the undersigned, offer to provide services/execute the works for the following project in response to your tender call dated .....

Project title:

We undertake to provide services/execute the above project or its part assigned to us in conformity with the said bidding documents for an amount as mentioned in commercial bid which may vary in accordance with the schedule of prices attached herewith and coverage options made by TSTS/AgricultureDept.

If our bid is accepted, we undertake to;

- 1) Provide services/ execute the work according to the time schedule specified in the bid document.
- 2) Agree to abide by the bid conditions, including pre-bid meeting minutes if any, which remain binding upon us during the entire bid validity period and bid may be accepted any time before the expiration of that period.
- 3) We do hereby undertake that in the event of acceptance of our bid, and the work shall be started at designated places within as per the time lines from the date of Award of Contract.
- 4) We enclose the complete Bid enclosing all documents / information as required in the tender document.
- 5) We agree to abide by our offer for a period of 90 days from the date fixed for opening of the tenders and that we shall remain bound by a communication of acceptance within that time.
- 6) We have carefully read and understood the terms and conditions of a tender and the conditions of the Contract applicable to the tender and we do hereby undertake to the project as per these terms and conditions. The deviations from the above Technical specifications, Services and Terms & Conditions are only those mentioned in RFP.

We understand that you are not bound to accept the lowest or any bid you may receive, nor to give any reason for the rejection of any bid and that you will not defray any expenses incurred by us in bidding.

Place:

Date:

Bidder's signature  
and seal.

## Model Contract Form

THIS AGREEMENT made the ..... day of ..... (year). (hereinafter "the ITE&C Dept") of one part and ..... (Name of Bidder) of ..... (City and Country of Bidder) (hereinafter "the Bidder") of the other part:

WHEREAS the USER is desirous that certain solution, service and materials, as described in the bid document and briefly outlined below, should be provided by the Bidder.

Date of tender call:

Title of the project:

Brief outline of the work:

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

In this agreement words and expression shall have the same meanings as are respectively assigned to them in the bid document referred to.

The following documents shall be deemed to form and be read and construed as part of this Agreement, viz..

- a. Notification of award.
- b. clarification on bid document issued if any,
- c. Bid submitted by successful bidder
- d. pre - bid conference minutes if any,
- e. bid documents

In consideration of the payments to be made by the ITE&C Dept to the Bidder as hereinafter mentioned, the Bidder hereby covenants with the ITE&C Dept to provide the goods and services (solution, service and materials) and to remedy defects therein in conformity, in all respects, with the provisions of the contract.

The ITE&C Dept hereby covenants to pay the Bidder in consideration of the provision of the goods and services and the remedying of defects therein, the contract price or such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the contract.

Brief particulars of the goods and services which shall be supplied / provided by the Bidder are given in Annexure.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year above written.

Signed, and delivered by  
for the Bidder.

Bidder's common seal:

Place

Date:

In the presence of:.....

Signed, and delivered by

For

Place:

Date:

## **Pre Qualification Bid Formats**

**Form PQ-1**

**General Information of Bidder**

<b>S.No</b>	<b>Description</b>	<b>Supporting Documents with page nos.</b>
1	Name of the Startup Company	
2	Date of Incorporation (Registration Number & Registering Authority) GST No., PAN No.	
3	DIPP Registration No	
4	Nature of Business	
5	Address of the Registered Office	
6	Date of Commencement of Business	
7	Name & e-mail id, phone number, fax of the Contact Person	Mobile No: Fax: Email
8	Web-Site	
10	Certification details (if any) (valid documents to be submitted)	

**Place:**

**Date :**

**Bidder's signature  
and seal.**

**Name of the Bidder :**

**Form PO-2 – Project Experience**

Assignment name:	Approx. value of the contract (in INR):
Country: Location within country:	Duration of assignment (months):
Name of Client:	Total No. of staff-months of the assignment:
Address:	Approx. value of the services provided by your firm under the contract (in INR):
Start date (month/year): Completion date (month/year):	No of professional staff-months provided by associated Consultants:
Name of associated Consultants, if any:	Name of senior professional staff of your firm involved and functions performed (indicate most significant profiles such as Project Director/Coordinator, Team Leader):
Narrative description of Project:	

Description of actual services provided by your staff within the assignment:

**Note:**

- 1. Please submit supporting documents to support the claim and the certificates must be signed by Senior Executive/ Deputy GM of the organization clearly indicating his/her name, designation and contact details such as Telephone Number, Fax number, email-id etc.*
- 2. Please attach certificate from the client for the successful completion & implementation of project.*

**Place:**

**Date :**

**Bidder's signature**

**with seal**

**Name of the Bidder :**

**Name of the Project:**

**Form PQ-3 – IT Manpower Availability**

#	Employee Name	Designation	Skills & Professional Certification, if any	Proposed Area of expertise	Previous Exp.	Experience with Service provider

**Note:** The service provider should submit Self-Certification by the authorized signatory.

**Place:**

**Date:**

**Bidder's Signature  
with Seal**

## **Technical Bid Formats**

## **Form T-1**

**The participating Startup to submit a detailed Technical proposal on the following:**

- a. Project Scope, Understanding of the project
- b. Project Plan, Approach & Methodology for development.
- c. Project Implementation approach
- d. Solution Architecture
- e. Business Architecture
- f. Data Architecture
- g. Cloud Implementation Strategy
- h. Application Architecture
- i. Security Architecture
- j. Infrastructure Architecture proposed with details
- k. License requirements & dependency on third party tools
- l. Tools proposed for the Project (Reporting & Monitoring)
- m. Operations & Management Approach
- n. Security Standards Proposed, Methodology & Plan
- o. Training & Capacity Building Plan
- p. Manpower deployment plan. & Key staff proposed for the Project as per Scope of work
- q. Exit Management Plan

Place:

Date:

Bidder's Signature  
with Seal

## **Form T-2**

### Particulars of Personnel proposed for Project

Sl. no.	Name of the Employee	Qualification	Years of Experience	Area of Expertise	Task & Position Assigned

*Note: Enclose C.V. In support of above claim. The bidder should submit the particulars of all personnel proposed project.*

Place:

Bidder's signature

Date :

Bidder's seal

## **Check List**

(to be submitted with TQ bid)

Compliance/Agreed/Enclosed/ Deviation statement.

The following are the particulars of compliance/deviations from the requirements of the tender specifications.( For every item appropriate remarks should be made like Complied, No deviation, Agreed, Enclosed)

#	Bid Document reference	Remarks
1.	Form PQ-1	
2.	Form PQ-2	
3.	Form PQ-3	
4.	Form T-1	
5.	Form T-2	
6.	Commercial Bid Forms	
7.	SLAs & Penalties	
8.	General Instruction to bidders	
9.	Standard procedure for bid evaluation	
10.	General condition of proposed Contract(GCC)	
11.	Special Condition of proposed Contract(SCC)	

The specifications and conditions furnished in the bidding document shall prevail over those of any other document forming a part of our bid, except only to the extent of deviations furnished in this statement.

Place:

Bidder's signature

Date :

Bidder's seal

## **Commercial Bid Formats**

## Form F1 - Commercial Proposal Submission Form

[Location, Date]

To: [Name and address of Bidder]

Dear Sirs:

We, the undersigned, offer to provide the Services for [Insert title of Assignment] in accordance with your Request for Proposal dated [Insert Date], and our Technical Proposal.

Our attached Financial Proposal is for the sum of [*Insert amount(s) in words and figures*].

This amount is inclusive of the Domestic taxes such as ----- (*Indicate the amounts against each*).

We hereby confirm that the financial proposal is unconditional and we acknowledge that any condition attached to financial proposal shall result in reject of our financial proposal.

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.

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

We undertake that, in competing for (and, if the award is made to us, in executing) the above contract, we will strictly observe the laws against fraud and corruption in force in India namely "Prevention of Corruption Act, 1988."

We understand you are not bound to accept any Proposal you receive.

We remain,

Yours sincerely,

Authorized Signature [*In full and initials*]: \_\_\_\_\_

Name and Title of Signatory: \_\_\_\_\_

Name of Firm: \_\_\_\_\_

Address: \_\_\_\_\_

**Name of the Bidder:**

**Name of the Project:**

**Form – F2**

**Cost Summary Table**

#	Item Description	Total Price in Rs.(X)	Taxes and Other Duties in Rs. (Y)	Total Rs. (X+Y)
1	Cost of Study, Design, Development /Customize, Implementation/Commissioning /Migration/training of application / solution			
2	Cost of Cloud deployment			
3	Cost of Operations & Maintenance			
	<b>Grand Total (1+2+3)</b>			

**In Words:** \_\_\_\_\_

1. All other tasks pertinent to the project even though may not have been mentioned in the bid document are assumed to have been included in the work.
2. Deduction of taxes at source will be made as per applicable laws from the payments to be made to the bidder.

**Date**

**Signature of Bidder&Stamp**

***---End of Document---***