



राज्य स्वास्थ्य समिति, बिहार

परिवार कल्याण भवन, शेखपुरा, पटना-14



अल्पकालीन निविदा सूचना

(अनुमोदित एफ.एम.आर. कोड संख्या को टैली में Customize करने एवं उसका 582 स्थलों से ऑनलाईन रिपोर्टिंग हेतु वेब पोर्टल को विकसित करने तथा उसके प्रििक्षण हेतु)

वित्तीय वर्ष 2014-15 के PIP में भारत सरकार से प्राप्त अनुमोदन के आलोक में बिहार राज्य अंतर्गत 582 स्थलों (Locations) पर विभिन्न स्वास्थ्य कार्यक्रमों/गतिविधियों से संबंधित अनुमोदित Financial Monthly Report Code (FMR Code) का टैली में customization एवं उसका ऑनलाईन रिपोर्टिंग अर्थात् प्रत्येक स्थल तक उसकी पहुँच हेतु वेब पोर्टल विकसित किया जाना है। साथ ही इसके संदर्भ में संबंधित पदाधिकारियों/कर्मियों को प्रििक्षण दिया जाना है।

अतः उपरोक्त संदर्भ में Financial Monthly Report (FMR) को टैली में Customize करने, भिन्न-भिन्न स्थलों से विभिन्न प्रकार के प्रतिवेदनों के ऑनलाईन पहुँच हेतु वेब पोर्टल को विकसित करने तथा उसके संदर्भ में संबंधित पदाधिकारियों/कर्मियों को प्रििक्षण प्रदान करने हेतु विभिन्न प्रसिद्ध एवं पंजीकृत एजेंसियों/फर्मों से मुहरबंद निविदा आमंत्रित की जाती है जिसके तहत लेखा चार्ट का टैली सॉफ्टवेयर Tally.ERP9 में सृजन, कार्यान्वयन एवं संस्थापन किया जाना है।

इस निविदा संबंधित विस्तृत जानकारी यथा पात्रता मानदण्ड, कार्यअवधि, शर्तें इत्यादि राज्य स्वास्थ्य समिति, बिहार के वेबसाईट www.statehealthsocietybihar.org पर उपलब्ध है।

एक बड़े लिफाफे के अंदर दो अलग-अलग लिफाफे डालकर बड़े लिफाफे के ऊपर एफ.एम.आर. कोड संख्या को टैली में Customize करने एवं उसका 582 स्थलों से ऑनलाईन रिपोर्टिंग हेतु वेब पोर्टल को विकसित करने तथा उसके प्रििक्षण हेतु अल्पकालीन निविदा 2014 अवश्य अंकित होनी चाहिए।

- 1) तकनीकी निविदा हेतु – 'कवर ए – एफ.एम.आर. कोड संख्या को टैली में Customize करने एवं उसका 582 स्थलों से ऑनलाईन रिपोर्टिंग हेतु वेब पोर्टल को विकसित करने तथा उसके प्रििक्षण हेतु अल्पकालीन निविदा 2014 हेतु तकनीकी बिड' एवं
- 2) वित्तीय निविदा हेतु – 'कवर बी – एफ.एम.आर. कोड संख्या को टैली में Customize करने एवं उसका 582 स्थलों से ऑनलाईन रिपोर्टिंग हेतु वेब पोर्टल को विकसित करने तथा उसके प्रििक्षण हेतु अल्पकालीन निविदा 2014 हेतु वित्तीय बिड' लिफाफे के ऊपर अवश्य अंकित होनी चाहिए।

क्रम संख्या	विषय	विवरणी
1.	प्री-बिड बैठक	दिनांक 05.01.2015 पूर्वाह्न 11.30 बजे (रा०स्वा०स०, बिहार का सभागार)
2.	निविदा प्राप्ति की अंतिम तिथि	दिनांक 13.01.2015 अपराह्न 3 बजे तक या इससे पूर्व निविदा पंजीकृत डाक/स्पीड पोस्ट के माध्यम से राज्य स्वास्थ्य समिति, बिहार, परिवार कल्याण भवन, शेखपुरा, पटना-14 को प्राप्त हो जानी चाहिए। व्यक्तिगत रूप से जमा किये गये निविदा पर विचार नहीं किया जायेगा।
3.	तकनीकी निविदा खोलने	दिनांक 13.01.2015 अपराह्न 4 बजे (रा०स्वा०स०, बिहार का सभागार)

	हेतु निर्धारित तिथि	
4.	अग्रधन राशि का स्वरूप डिमाण्ड ड्राफ्ट की राशि	20,000/- (बीस हजार रुपये) का डिमाण्ड ड्राफ्ट/बैंकर्स चेक जो किसी भी राष्ट्रीयकृत बैंकों से निर्गत हो एवं राज्य स्वास्थ्य समिति, बिहार के नाम से देय एवं पटना में भुगतये हो (State Health Society, Bihar and payable at Patna) तकनीकी निविदा के साथ संलग्न किया जाना अनिवार्य है।

इस निविदा के संदर्भ में किसी भी एजेन्सी/फर्म द्वारा किए गए पत्राचार पर विचार नहीं किया जाएगा। साथ ही कार्यपालक निदेशक को किसी भी समय उक्त निविदा को बिना कारण बताए स्थगित अथवा रद्द करने का पूर्ण अधिकार है। इस संदर्भ में लिए गए निर्णय पर पुनर्विचार नहीं किया जाएगा।

(अपर कार्यपालक निदेशक)

Notice to invite Tender for Creation, Implementation and Installation of Chart of Account in Tally.ERP9 as per PIP of Financial Year 14-15 at 582 Locations across the Bihar, Creation of Web Portal to access Reports from all locations and training to the concerned officials.

Sealed tenders in TWO BID SYSTEM are invited by State Health Society, Bihar from reputed Master Tally Partner/Tally Partner/ Tally Service Partner for Creation, Implementation and Installation of Chart of Account in Tally.ERP9 as per PIP of Financial Year 2014-15 at 582 Locations, Creation of Web Portal to access reports from all locations and training to the concerned officials at their respective regions as per specification mentioned in Annexure-A. Interested bidders are requested to submit their tender along with the specified documents which will be received till 13.01.2015 up to 3:00 PM. The tender may be sent by Speed Post / Registered Post / Courier Services in sealed cover addressed to “Executive Director, State Health Society Bihar, Pariwar Kalyan Bhawan, Sheikhpura, Patna – 800 014. Tender received after the closing date & time shall not be entertained. The Executive Director, State Health Society, Bihar shall not be responsible for any postal delay.

1. LAST DATE FOR RECEIPT OF TENDERS.

Sealed Tenders in two separate covers {Technical Bid (Cover “A”) and Price Bid (Cover “B”)} will be received till 13.01.2015 up to 3:00 PM by the Executive Director, State Health Society Bihar.

2. ELIGIBILITY CRITERIA & DOCUMENTS TO BE SUBMITTED

The Eligibility Criteria and the self-attested documents required thereof are given in the table

below:

Sl. No.	Eligibility Criteria	Documents to be submitted
1	Should be a reputed Registered Master Tally Partner/Tally Partner/ Tally Service Partner for supply of Tally products with at least 3 years of products with at least years of experience.	<ul style="list-style-type: none">a) Detail of the organization (including Name, Complete Address, Phone No, Contact Person, and Email ID). Brief Description of the organization, etc) should be provided as per Annexure B.b) Copy of the Registration certificate.c) Copy of the VAT Registration certificate.d) Copy of the Service Tax Registration certificate of FY 2011-12, 2012-13 and 2013-14.e) Copy of the PAN Cardf) Technical Specification of the products as per Annexure-A for further evaluation.g) Bid Authorization letter from “Tally Solutions Pvt. Ltd.” in Govt. organizations/Public sectors.h) Copies of purchase orders executed for Govt organizations/Semi Govt./Public sector understanding during the last three financial years.i) List of successful projects for Implementation of Chart of Accounts during last 3 years along with customer names to be included.j) Bidder must have a registered office in Bihar.
2	The bidder should have experience of successful implementation of customized version of Tally ERP 9 in the National Rural Health Mission in at least one State of the Country. The implementation should be throughout the State.	<ul style="list-style-type: none">a) Self-Attested copies of purchase orders executed for National Rural Health Mission of any State of the Country.b) Completion certificate of the Executive Director/Mission Director, National Health Mission of the State should be enclosed.

3	The bidder should have an average annual turnover of at least Rs. 100 Lakhs during the last 3 financial years.	c) Copy of Audited Balance sheet and Income Tax return of FY 2011-12, 2012-13 and 2013-14 is to be attached along with Annexure-C.
4	The bidder should not have been blacklisted by any Government/Semi Govt./Public Sector Organization.	a) Self-declaration certificate regarding the matter that the organization is not blacklisted by any Government/Semi Govt./Public Sector Organization. b) Should submit a self-declaration for not being under legal action for corrupt or fraudulent practices.
5	Other Documents (to be submitted by the bidder along with the proposal)	a) Undertaking as per Annexure D. b) The proposal document shall be signed by the proposer in all the pages with official seal failing to which the bid will not entertain for further consideration. c) Any other information, which may be useful in the process of evaluation. d) Any deviations to our enquiry specifications/conditions shall be mentioned clearly in the offer. Otherwise it will be presumed that enquiry specification/conditions are acceptable to you in its entirety and no changes will be allowed after placement of order. e) Bid must be accompanied by Earnest Money Deposit (EMD) of Rs. 20,000/- (Twenty thousand Only) in the form of Demand Draft/Bankers Cheque in favour of State Health Society Bihar, EMD submitted in any other form or bids without EMD shall not be entertained.

3. GENERAL CONDITIONS.

- a) The bid document can be downloaded from the official website – www.statehealthsocietybihar.org
- b) Bids will be opened in the presence of bidders or their authorized representatives on the specified date and time as stipulated in the bid document.
- c) At any time prior to the date of submission of bid, the Tender Inviting Authority may, for any reason, whether on his own initiative or in response to a clarification requested by a prospective bidder, modify the tender documents by an amendment. All prospective bidders who have received the bid document will be notified of the amendment and that will be binding on them.

In order to provide reasonable time to take the amendment into account in preparing their bid, the Tender Inviting Authority may at its discretion, extend the date and time for submission of bids.

- e) Interested eligible bidders, if they so desire, may obtain further information from the office of the Tender Inviting Authority.
- f) In case any of the document/information(s) furnished by a bidder are found to be false/forged, such proposal will be rejected and will not be considered for further process. Excuses like typographic error will not be entertained.
- g) In case any of the document/information(s) furnished by a bidder are found to be false/forged, such bidder shall be kept on holiday or blacklisted apart from other penal actions as deemed fit by State Health Society Bihar

4. DELIVERABLES

The successful bidders have to deliver the following.

- 1. Preparation, Creation, Implementation and Installation of Chart of Accounts at 582 locations (where Tally software is available) as per the PIP of 2014-15**
- 2. Creation of a web portal through which Financial Management Report (FMR) of each location (582 Locations) can be accessed.**
 - A) FMR generated through Tally.ERP9 will be uploaded on web portal on day to day basis automatically.
 - B) Daily Expenditure report with cumulative expenditure report will be uploaded on web portal.
 - C) Data accessing through web portal shall be in that manner that the District accountant can view the data of their respective PHC's only. At state level office data of all the locations can be viewed.
- 3. Training to the concerned official at their respective Regions.**
 - A) Training of Accounts Personnel on Tally software is to be done at their respective region.

5. Earnest Money Deposit

Bid must be accompanied by Earnest Money Deposit (EMD) of Rs. 20,000/- (Twenty Thousand only) in the form of Demand Draft/Bankers Cheque in favour of State

Health Society Bihar, EMD submitted in any other form or bids without EMD shall not be entertained.

The EMD of the successful bidder shall be retained till the completing of the bidding process but shall not carry any interest. If the successful bidder fails to execute the agreement, the EMD shall be forfeited. The EMD of the unsuccessful bidders will be returned after the finalization of the bid.

The selected agency is also required to deposit a Bank Guarantee issued from any nationalized bank amounting to 5 to 10 percent of the order value as agreed as performance guarantee before signing of the agreement.

In case, the selected agency fails to proceed with the work so allotted, the SHS shall take appropriate action against the agency including forfeiture of EMD, Performance Security or can blacklisting of the company whatever it may be.

6. TECHNICAL BID- COVER “A”

All the documents mentioned in “3. Pre-qualification criterion and Documents to be submitted” should be put in a separate sealed envelope and marked as “Technical Bid: Cover – A”.

The bidder shall put above documents in a sealed cover super scribed as "For Creation, Implementation and Installation of Chart of Account in Tally.ERP9 as per PIP of Financial Year 14-15 at 582 Locations and training to the concerned officials.

7. PRICE BID (Financial Bid) - COVER “B”

1. The bidder shall put the duly signed Price Bid in a sealed cover super scribed as For Creation, Implementation and Installation of Chart of Account in Tally.ERP9 as per PIP of Financial Year 14-15 at 582 Locations and training to the concerned officials.
2. Each page of the price bid should be duly signed by the bidder affixing the office seal.
3. The bidder shall submit the Price/Financial Bid (Cover – B) in the format as mentioned below as annexure “1”. The rates quoted shall be inclusive of all taxes and any other charges. The component of Tax should also be shown separately.
4. Price should be quoted as per format mentioned below only in the official letter head.

8. COVER FOR TECHNICAL BID & PRICE BID

The two separately sealed covers Technical Bid (Cover “A”) and Price Bid (Cover “B”) shall be placed together inside another cover which shall be sealed and super scribed as “TENDER NOTICE For Creation, Implementation and Installation of Chart of Account in Tally.ERP9 as per PIP of Financial Year 14-15 at 582 Locations

and training to the concerned officials.

9. OPENING OF COVER “A” AND COVER “B” OF TENDER

- (a) Bidders or their authorized representatives are entitled to be present on the date and time of opening of Technical Bid - Cover “A”.
- (b) Only those bidders whose Technical Bids are found acceptable after technical and commercial evaluation will be invited to be present at the date and time of opening of Price Bid - Cover “B”. The price bids of bidders not found technically qualified will not be opened.

10. VALIDITY OF BID:

Bids shall remain valid for acceptance for a period of 30 days after opening of Technical Bid i.e. Cover ‘A’. Bids with shorter validity shall be rejected. Tender Inviting Authority may solicit bidders consent for an extension of validity period.

11. ACCEPTANCE OF TENDER

(i) Tender Evaluation

Tenders will be evaluated with reference to various criteria of technical bid and thereafter on overall price (i.e. total value of all items taken together) for determining the L1 (Lowest) bidder. Conditional discounts shall not be taken into account for price comparison.

(ii) Right to Reject Tender

Tender Inviting Authority reserves the right to accept the tender or to reject the tender for all items or for any one or more of the items tendered at any point of time without assigning any reason.

(iii) Tender Acceptance

The acceptance of the tenders will be communicated to the successful bidder in writing.

(iv) Agreement

The successful bidder shall execute an agreement on a non-judicial stamp paper of the value of Rs 1000/- (stamp duty to be paid by the bidder) within 10 days from the date of the intimation from Tender Inviting Authority informing that his tender has been accepted or within 10 days from the date of issue of

order.

12. NON ASSIGNMENT OR SUB- LETTING

The bidder shall not, at any time, assign, sub-let or make over the contract or the benefit thereof or any part thereof to any person or persons, whatsoever.

13. COMMUNICATION

All notices or communications relating to or arising out of the agreement or any of the terms thereof shall be considered duly served on or given to the bidder if delivered to him or left at his premises, places of business or abode.

14. Laws Governing the contract & Jurisdiction

The contract shall be governed by the laws in force in India. In the event of any dispute arising out of the tender such dispute would be subject to arbitration before the Executive Director of SHSB and the same shall be binding on the parties. And in any event subject to the jurisdiction of the Court of law within the city of Patna only.

15. SUPPLY CONDITIONS

a. Delivery Period

The Implementation is to be delivered, installed and commissioned at the locations within 30 days from the date of receipt of order.

b. Penalty for Delayed Delivery

In case there is delay in delivery beyond the stipulated period as mentioned in the purchase order, there shall be reduction in price @ 0.5 per cent of the value of the delayed goods per day of delay or part thereof subject to a maximum of 10 per cent of the total order value.

16. Payment Terms

1. Payment will be 100% after installation and successful commissioning of Chart of Accounts and training.
2. Installation and training report must be submitted along with the Bill.
3. Payment will be released within 7 working days only after submission of Invoice along with installation report.

Last date of submission of proposal in sealed envelope is 3:00 PM of 13th January 2015.
The proposal may be submitted to:

Executive Director
State Health Society Bihar, Pariwar Kalyan Bhawan, Sheikhpura, Patna – 800 014

Incomplete application form or application submitted by organizations that do not fulfill eligible criteria will be rejected.

Annexure - 1

Price/Financial Bid (per unit)								
Name of the Party								
SL. NO	Name of the item	Unit	Quantity	Basic Price per Unit	Tax In Amount With %	Net Unit Cost (in Rs)	Net Cost (in Rs)	Remarks
1	2	3	4	5	6	7	8	9
1	Creation, Implementation and Installation of Chart of Account	Locations	582					
2	Creation of a web portal to access Financial Management Report (FMR) of each locations (582 Locations)	Locations	582					
3	Training	Persons	582					
TOTAL PRICE (Sum of 1 + 2 + 3)								
<p>Seal & Signature of Authorized Representative Name : Designation : Date :</p>								

Annexure -A

Detail Specification of the items to be Supplied

Sl. No	Item	Specification	Qty
1	Creation, Implementation and Installation of Chart of Account	Chart of Account in Tally.ERP9 as per PIP of Financial Year 14-15	582
2	Creation of a web portal through which Financial Management Report (FMR) of each location (582 Locations) can be accessed.	<p>FMR generated through Tally.ERP9 will be uploaded on web portal on day to day basis automatically.</p> <p>Daily Expenditure report with cumulative expenditure report will be uploaded on web portal.</p> <p>Data accessing through web portal shall be in that manner that the District accountant can view the data of their respective PHC's only. At state level office data of all the locations can be viewed.</p>	582
2	Training to concerned officials	Training to the concerned officials at their respective regions	582

Annexure-B

Information of the Bidder

Sl		
1	Name of the Bidder	
2	Registration No and Valid Up to	
3	Address of the Registered Office	
	Phone No:	
	Fax No:	
	Official Email ID:	
4	Year of Establishment	
5	Type of Organization (Govt. Undertaking/ Corporation/ Public Limited/ Private Limited/etc)	
6	Name & Designation of the Authorized Signatory	
7	Contact Person	
	Name:	
	Designation:	
	Phone No:	
	Fax No:	
	Mobile No:	
	Email ID:	
5	Website	
6	Address of Bihar Office	
7	Contact Person Bihar Office	
	Name:	
	Designation:	
	Phone No:	
	Fax No:	
	Mobile No:	
	Email ID:	
8	Date of Operational of Service in India	
10	Brief Description of the organization	

Annexure-C

ANNUAL TURNOVER STATEMENT OF THE BIDDER

The Annual Turnover of M/s _____ for the past three years are given below and certified that the statement are true and correct.

Sl No.	Year	Turnover in Lakhs
1.	2011-12	
2.	2012-13	
3.	2013-14	
Total		- Rs. _____ Lakhs

**Audited Balance sheet to be attached..

Annexure-D

UNDERTAKING

To

Executive Director,
State Health Society
National Rural Health Mission

Tender No. _____

For _____

Sir

,

1. I, Shri _____, on behalf of M/s _____ having registered office at _____ do hereby declare that I have gone through the terms and conditions mentioned for the above and undertake to comply with all tender terms and conditions. The rates quoted by me/us are valid and binding on me/us for acceptance for a period of two year from the date of award of contract to us.
2. The tender inviting authority has the right to accept or reject any or all the tenders without assigning any reason.
3. We understand all the terms and conditions of the contract and bind myself/ourselves to abide by them.
4. We hereby declare that there is no vigilance/CBI or court case pending/contemplated against us at the moment.

SIGNATURE :

NAME & DESIGNATION :

DATE :

NAME & ADDRESS OF THE FIRM :