



Bid Number/बोली क्रमांक (बिड संख्या):
GEM/2024/B/4532343
Dated/दिनांक : 25-01-2024

Bid Document/ बिड दस्तावेज़

| Bid Details/बिड विवरण | |
|--|---|
| Bid End Date/Time/बिड बंद होने की तारीख/समय | 05-02-2024 13:00:00 |
| Bid Opening Date/Time/बिड खुलने की तारीख/समय | 05-02-2024 13:30:00 |
| Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से) | 180 (Days) |
| Ministry/State Name/मंत्रालय/राज्य का नाम | Gujarat |
| Department Name/विभाग का नाम | Agriculture And Co-operation Department Gujarat |
| Organisation Name/संगठन का नाम | Navsari Agricultural University Navsari |
| Office Name/कार्यालय का नाम | Directorate Of Research |
| Item Category/मद केटेगरी | Hiring of Agency for IT Projects- Milestone basis |
| Contract Period/अनुबंध अवधि | 1 Month(s) 15 Day(s) |
| Years of Past Experience Required for same/similar service/उन्हीं/समान सेवाओं के लिए अपेक्षित विगत अनुभव के वर्ष | 3 Year (s) |
| Past Experience of Similar Services required/इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है | Yes |
| MSE Exemption for Turnover/टर्नओवर के लिए एमएसई को छूट प्राप्त है | Yes |
| Startup Exemption for Years of Experience and Turnover/ अनुभव के वर्षों से स्टार्टअप छूट | No |
| Document required from seller/विक्रेता से मांगे गए दस्तावेज़ | Experience Criteria,Bidder Turnover,Additional Doc 1 (Requested in ATC),Additional Doc 2 (Requested in ATC),Additional Doc 3 (Requested in ATC),Additional Doc 4 (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer |
| Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया | No |
| Type of Bid/बिड का प्रकार | Two Packet Bid |

Bid Details/बिड विवरण

| | |
|---|-----------------------------|
| Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय | 2 Days |
| Estimated Bid Value/अनुमानित बिड मूल्य | 300000 |
| Evaluation Method/मूल्यांकन पद्धति | Total value wise evaluation |

EMD Detail/ईएमडी विवरण

| | |
|-------------------|----|
| Required/आवश्यकता | No |
|-------------------|----|

ePBG Detail/ईपीबीजी विवरण

| | |
|-------------------|----|
| Required/आवश्यकता | No |
|-------------------|----|

Splitting/विभाजन

Bid splitting not applied/बोली विभाजन लागू नहीं किया गया.

MII Compliance/एमआईआई अनुपालन

| | |
|-------------------------------|-----|
| MII Compliance/एमआईआई अनुपालन | Yes |
|-------------------------------|-----|

MSE Purchase Preference/एमएसई खरीद वरीयता

| | |
|---|-----|
| MSE Purchase Preference/एमएसई खरीद वरीयता | Yes |
|---|-----|

1. If the bidder is a Micro or Small Enterprise as per latest definitions under MSME rules, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
2. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid document (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU / Public Listed Company. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.
3. Purchase preference to Micro and Small Enterprises (MSEs) from the State of Bid Inviting Authority: Purchase preference will be given to MSEs as Micro and Small Enterprises from the State of Bid Inviting Authority. If the bidder wants to avail the Purchase preference, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered service. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+15% of margin of purchase preference /price band defined in relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price.
4. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and

for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

5. Past Experience of Similar Services: The bidder must have successfully executed/completed similar Services over the last three years i.e. the current financial year and the last three financial years(ending month of March prior to the bid opening): -

1. Three similar completed services costing not less than the amount equal to 40% (forty percent) of the estimated cost; or
2. Two similar completed services costing not less than the amount equal to 50% (fifty percent) of the estimated cost; or
3. One similar completed service costing not less than the amount equal to 80% (eighty percent) of the estimated cost.

Additional Qualification/Data Required/अतिरिक्त योग्यता /आवश्यक डेटा

Scope of Work:[1706166152.pdf](#)

Payment Terms:[1706166170.pdf](#)

Pre-Qualification Criteria:[1706166187.pdf](#)

Instructions to Bidder:[1706166226.pdf](#)

Additional Document 1:[1706166235.pdf](#)

Additional Document 2:[1706166243.pdf](#)

Additional Document 3:[1706166251.pdf](#)

This Bid is based on Least Cost Method Based Evaluation (LCS). The technical qualification parameters are:-

| Parameter Name | Max Marks | Min Marks | Evaluation Document | Seller Document Required |
|----------------------------------|-----------|-----------|---------------------------|--------------------------|
| In the Business of Proposed Work | 20 | 10 | View file | Yes |
| Prior experience | 30 | 15 | View file | Yes |
| ISO Certificate | 10 | 10 | View file | Yes |
| Presentation | 30 | 20 | View file | Yes |
| Demo | 10 | 5 | View file | Yes |

Total Minimum Passing Technical Marks: 60

Hiring Of Agency For IT Projects- Milestone Basis (1)

Technical Specifications/तकनीकी विशिष्टियाँ

| Specification | Values |
|------------------|--|
| Core | |
| Scope of Work | Development of Application , UAT & Go live |
| Resources Needed | As specified in Scope of work |

| Specification | Values |
|--------------------------|---|
| Deployment of core team | hybrid(Buyer to specify model in scope of work) |
| Deliverables / Timelines | Go-Live of Services |
| Addon(s)/एडऑन | |

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

| S.No./क्र. सं. | Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी | Address/पता | Quantity set to 1 | Additional Requirement/अतिरिक्त आवश्यकता |
|----------------|---|--|-------------------|--|
| 1 | Bhavesh Dhirubhai Chaudhari | 396450,Office of the Comptroller, Navsari Agricultural University, Navsari | 1 | N/A |

Buyer Added Bid Specific Terms and Conditions/क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें

1. Buyer Added Bid Specific ATC

Buyer uploaded ATC document [Click here to view the file.](#)

Disclaimer/अस्वीकरण

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. Any clause(s) incorporated by the Buyer regarding following shall be treated as null and void and would not be considered as part of bid:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process.
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.

10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

This Bid is governed by the [General Terms and Conditions/सामान्य नियम और शर्तें](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in General Terms and Conditions/सामान्य नियम और शर्तें is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws./जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।

---Thank You/धन्यवाद---



NAVSARI AGRICULTURAL UNIVERSITY

Office of the Comptroller

Department of Information Technology

Navsari Agricultural University, Navsari-396450(Gujarat)

Bid/Scope of work Document

**“Development and Deployment of NAU Jobs Portal 2.0 with 1
year free AMC at NAU”.**

[NAU/COMPT/IT/08-2023-24]

Bid Document Index

| Chapter | Title | Page No. |
|-----------------|---|-----------------|
| 01 | Bid Notice - NAU/COMPT/IT/08-2023-24 | 3-4 |
| 02 | Guidelines and Terms & Conditions | 5-10 |
| 03 | Bidder Information | 11 |
| 04 | Technical Bid Documents (Mandatory Documents to be Submitted In both Online & Offline mode) | 12 |
| 05 | EMD, SD and Submission Address | 14 |
| 06 | Specifications, Requirement and Scope of Work for Procurement | 14-15 |
| Annexure | Title | Page No. |
| 01 | Annexure-1 (UNDERTAKING-1 to 7) | 16-23 |
| 02 | Annexure-2 (Agreement to be printed on Rs. 300 Stamp Paper) | 24-25 |

Chapter 01: Bid Notice - NAU/COMPT/IT/08-2023-24

“Development and Deployment of NAU Jobs Portal 2.0 with 1 year free AMC at NAU” at NAU, Navsari.

[NAU/COMPT/IT/08-2023-24]

Office of the Comptroller, Department of Information Technology is inviting GEM bid of **“Development and Deployment of NAU Jobs Portal 2.0 with 1 year free AMC at NAU”** for effective management of Online Job Applications management for NAU, Navsari.

| Sr. No | Proposed Softwares/ Modules/ Portals/ Applications / AMC |
|--------|--|
| 01 | JOBS PORTAL 2.0 WITH 1 YEAR FREE AMC |

| | |
|--|---|
| Period of Bid | : 25/01/2024 to 03/02/2024 18.00 Hrs. |
| The Last date for online BID submission | : 03/02/2024 18.00 Hrs. |
| Last date for submission of Mandatory documents by RPAD/ Courier/ Speed post | : 05/02/2024 up to 17:00 Hrs. |
| Earnest Money Deposit (EMD) | : Exempted (EMD is allowed only for Bid Value greater than 5 Lakh (s)- Gem Terms & Conditions) |
| Security Deposit | : Exempted (EPBG is allowed only for Bid Value greater than 5 Lakh (s)- Gem Terms & Conditions) |
| Bid Offer Validity | : 180 Days |
| Technical document available on | : https://gem.gov.in |
| Bid submission/Communication address | : Office of the Comptroller, Department of Information Technology Navsari Agricultural University, University Bhavan, Eru Char Rasta, Navsari –396 450 (Gujarat). E-mail: itcell@nau.in Mobile No: 7359445544, 9662532863 |

The detail requirements, specifications of procurement and Bid document will be published on <https://gem.gov.in/> only. If any future updates /corrigendum regarding Bid will be there, it will be only published on <https://gem.gov.in/> during Bid period. Bidder may check <https://gem.gov.in/> regularly during Bid period. Bidder can participate in this Bid through <https://gem.gov.in/> only.

**Comptroller & Controlling
Officer (IT), NAU, Navsari**

Chapter 02: Guidelines and Terms & Conditions

| | | |
|-----------|---|--|
| 1. | Contents of the Bid document & Clarification of Bid document | |
| | 1.1 | The parties are expected to examine all instructions, forms, terms and requirements in the Bid document. Failure to furnish all information required by the Bid document or submission of a bid not substantially responsive to the Bid document in every respect will be at the bidder's risk and may result in the rejection of the bid. |
| | 1.2 | A prospective bidder requiring any clarifications/representations on the Bid document may clear their doubt through gem portal only. |
| | 1.3 | If Bidder is providing wrong information in bid will be black listed for the period of 5 years in Navsari Agricultural University. |
| | 1.4 | If bidder is providing wrong information in bid including price bid, the bidder's bid will be rejected, will not be considered and bidder will be black listed by Navsari Agricultural University. Next bidder with second lowest price bid (L2 bidder) will be considered as L1 bidder in such situation by the university committee. |
| | 1.5 | Interpretation of all the contents of the bid document (including terms and conditions, scope of work with requirements, technical specifications, and bidder eligibility criteria) reserved with the Navsari Agricultural University only. |
| 2. | Amendment of Bid document | |
| | 2.1 | At any time prior to the last date for receipt of bids, the Purchaser, may for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the Bid document by an amendment. |
| | 2.2 | The amendment will be notified through website https://gem.gov.in/ to all prospective parties. So all the bidders are requested to regularly visit the GEM Portal. |
| | 2.3 | In order to afford prospective parties reasonable time in which to take the amendment into account in preparing their bids, the Purchaser may, at its discretion, extend the last date for the receipt of Bids. |
| | 2.4 | On Scrutiny of Bid document if any queries raised by the committee have to be replied satisfactorily with all documentary proofs within specific time period. |
| 3. | Bid Prices | |
| | 3.1 | The bidders should have to quote the prices in Indian Rupees for the each including installation, manufacturing, configuring, commissioning, labour, transportation and all taxes charges. Prices quoted must be firm and final and shall remain constant throughout the bid validity period of the contract and shall not be subject to any upward modifications, whatsoever. |
| | 3.2 | Price bid of bidders will be opened only whose technical bid is accepted. |
| | 3.3 | Any kind of travel, Staying and other miscellaneous expenditures of man power for installation and configuration will not be given by Navsari Agricultural University. |

| | | |
|-----------|---|--|
| | 3.4 | The Conditional Rate will not be approved and Bidder will be disqualified. |
| | 3.5 | The bidder should quote total price for (i) New development of Softwares/ Modules/ Portals/ Applications as per Chapter 6. (ii) 1 years of Free AMC support for newly developed Softwares/ Modules/ Portals/ Applications as per Chapter 6. |
| 4. | Work completion, Installation, configuration and AMC | |
| | 4.1 | (a) Selected bidder must have to complete development of Softwares/ Modules/ Portals/ Applications within 1.5 months after receiving purchase order. Duration of the development period can be extended up to 1 month beyond the initial contract duration with mutual consent if some special situation arises. (b) Selected bidder must have to provide free AMC support of 1 year of AMC support for newly developed Softwares/ Modules/ Portals/ Applications as per Chapter 6. |
| | 4.2 | Selected bidder must have to provide 1 year free AMC support after issuing completion certificate for proposed development of Softwares/ Modules/ Portals/ Applications. |
| | 4.3 | Selected bidder must have to provide Video Tutorial/On form help/User manual documents/PPT and complete service support including customization in procured specifications with training during development & free AMC period. |
| | 4.4 | Selected bidder will be solely responsible for backup of database and Softwares/ Modules/ Portals/ Applications source code during development and free AMC period for new development. |
| | 4.5 | Softwares/ Modules/ Portals/ Applications must be compatible with Linux based server OS and Windows server OS. |
| | 4.6 | Selected bidder must have to provide any kind of Installation and configuration support for procured Softwares/ Modules/ Portals/ Applications on Linux/Windows server. |
| | 4.7 | Softwares/ Modules/ Portals/ Applications must have data import and export facility using Excel File for new development. |
| | 4.8 | Softwares/ Modules/ Portals/ Applications must have Role and user wise permission management for new development. |
| | 4.9 | Softwares/ Modules/ Portals/ Applications are required to support English/Gujarati font for new development. |
| | 4.10 | Softwares/ Modules/ Portals/ Applications must have logs for each and every activity of user for new development. |
| | 4.11 | Softwares/ Modules/ Portals/ Applications are required to develop in open source technologies. |
| | 4.12 | The proposed Softwares/ Modules/ Portals/ Applications must include database and application connection & communication of required data with proposed & already developed Softwares/ Modules/ Portals/ Applications (if it is required). |

| | 4.13 | The selected bidder will be solely responsible for any copyright infringement issues for developed Softwares/ Modules/ Portals/ Applications except any Data provided by NAU. | | | | | | | | |
|---|-----------------------------|--|-------------------|-----------|-----------|-------------------|---|----|----|-----|
| | 4.14 | Softwares/ Modules/ Portals/ Applications are required to configure with Payment Gateway, SMS gateway, email sending integration and WhatsApp integration. Information & licenses details for all these integrations provided by NAU. | | | | | | | | |
| | 4.15 | If Selected Party/Bidder is not the developer of the any Application Softwares/ Modules/ Portals/ Applications which are given access to you and if you are not developer of that software's/portals then performance guarantee must be provided. | | | | | | | | |
| | 4.16 | In addition if Selected party/bidder sells & saves respected Application Softwares/ Modules/ Portals/ Applications without consent of Developing Party then the Selected bidder for procured modules will be held responsible and Original developer can claim the Ownership of Softwares/ Modules/ Portals/ Applications if they want. | | | | | | | | |
| | 4.17 | The selected bidder is required to submit original source code after final completion of work and bid methodology need to be uploaded in technical bid. | | | | | | | | |
| | 4.18 | The selected bidder is required to provide monthly attendance to the IT Department of NAU. | | | | | | | | |
| | 4.19 | The selected bidder is required to integrate datagrid structure in the Proposed Development work. | | | | | | | | |
| 5. | Selection of Bidders | | | | | | | | | |
| | 5.1 | Selection of bidders will be done on the basis of eligibility and overall grand total lowest price obtained in the Bid. | | | | | | | | |
| | 5.2 | The Price Bid of only those Bidders, who obtain a minimum score of 60 Marks as per the below (5.4) Technical Evaluation Parameters and all the Mandatory Documents Specified in bid document & GEM BID, will be opened after BID opening Committee approval. | | | | | | | | |
| | 5.3 | Availability of office of service provider: The Bidder must have branch office/ Head Office located in the Jurisdiction of The Navsari Agricultural University (Districts: Navsari, Surat, Tapi, Bharuch, Dang, Valsad & Narmada). Documentary evidence required to be submitted. | | | | | | | | |
| | 5.4 | This Bid is based on Least Cost Method Based Evaluation (LCS). The technical qualification parameters are:- <table border="1" data-bbox="441 1598 1416 1862"> <thead> <tr> <th>Parameter Name</th> <th>Max Marks</th> <th>Min Marks</th> <th>Document Required</th> </tr> </thead> <tbody> <tr> <td>The Bidder must be in the business of Design, Development and Maintenance of web based Softwares/ Modules/ Portals/ Applications. (0 to 1 year 5 marks, 0 to 2 years 10 marks, 0 to 3 years 15 marks and above 3 years 20 marks).</td> <td>20</td> <td>10</td> <td>YES</td> </tr> </tbody> </table> | Parameter Name | Max Marks | Min Marks | Document Required | The Bidder must be in the business of Design, Development and Maintenance of web based Softwares/ Modules/ Portals/ Applications. (0 to 1 year 5 marks, 0 to 2 years 10 marks, 0 to 3 years 15 marks and above 3 years 20 marks). | 20 | 10 | YES |
| Parameter Name | Max Marks | Min Marks | Document Required | | | | | | | |
| The Bidder must be in the business of Design, Development and Maintenance of web based Softwares/ Modules/ Portals/ Applications. (0 to 1 year 5 marks, 0 to 2 years 10 marks, 0 to 3 years 15 marks and above 3 years 20 marks). | 20 | 10 | YES | | | | | | | |

| | | | | |
|-----|--|----|----|-----|
| | <p>Prior experience for web based Softwares/ Modules/ Portals/ Applications Development, Deployment and Maintenance in State Agricultural Universities/ State Universities or any government Educational University/ Research Institution.</p> <p>(5 marks for each work order more than Rs. 1 lakh and 3 marks for each work order between Rs. 50 thousand to Rs. 0.99 lakhs)</p> | 30 | 15 | YES |
| | <p>Bidder's certification - ISO Certificate for Software/ Software Design/ Software Development/ Maintenance of Website/ IT Services (Valid as on last date of Bid).</p> <p>(It is compulsory to upload declaration on company letter head in case of non-availability of ISO Certificate)</p> | 10 | 10 | YES |
| | <p>Presentation:</p> <p>(1) Quality Assurance Plan (QAP).</p> <p>(2) Timeline, Required Process Flow Diagram & Implementation Methodology for each Softwares/ Modules/ Portals/ Applications.</p> <p>(3) Experience and Technical Skills of proposed onsite programmers.</p> <p>10 marks for each points (1-3).</p> | 30 | 20 | YES |
| | <p>Demo of minimum 2 Softwares/ Modules/ Portals/ Applications running in State Agricultural Universities/ State Universities or any government Educational University/ Research Institution.</p> | 10 | 5 | No |
| | Total Minimum Qualifying Marks for Technical Score: 60. | | | |
| 5.5 | Venue, date & time and mode of the presentation & demo will be notified via e-mail to the bidders. | | | |
| 5.6 | Bidder financial standing: The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder is required to upload undertaking to this effect with bid. | | | |
| 5.7 | Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference for services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered service. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1 + 15% of margin of purchase preference /price band defined in relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price. | | | |

| | | | |
|-----------|---|---|---|
| 6. | Documentation | | |
| | 6.1 | Bidder must follow the required GEM Portal formats while participating in the Bid provided in GEM portal and Bidder need to upload detailed Quality assurance plan (QAP) plan. | |
| | 6.2 | Bidder are advised to follow the instructions provided in the Instructions to the Bidder for the e-submission of the bids online through GEM Portal. | |
| 7. | Billing details and Terms of Payment | | |
| | 7.1 | The selected bidder must have to submit GST bill only. | |
| | 7.2 | During development & Free AMC Period expenditures of man power, lodging, boarding, traveling and other any kind of expenses will not be given by Navsari Agricultural University. | |
| | 7.3 | As per the government norms Income Tax and GST will be deducted from paid bill amount as applicable. | |
| | 7.4 | Mile Stone Based Deliverable & Payment Process. | |
| | | Sr. No. | Mile Stone Stages |
| | | 1 | (a) Individual Single Point of Contact for Free AMC and Development. (b) Project Management Schedule development. (c) Data Collection for Free AMC and Development. (d) Requirement Study. (e) System Analysis & Flow. (f) Submission of Implementation & Development Plan. (g) Understanding of Proposed Development work. |
| | | 2 | (a) System Design. (b) Development of framework and screen. (c) Database Design and implementation. |
| | | 3 | (a) Programme logic implementation. (b) Integration and deployment. (c) UAT and handover. (d) Completion of new development. |
| | | | % of Payment to be released |
| | | | 50% |
| | | | 25% |
| | | | 25% |
| | | Note: No advance payment will be made in any circumstances. | |
| 8. | Taxes and Other Charges | | |
| | 8.1 | The successful bidder shall be entirely responsible for all taxes, duties, license fees, demurrage charges and other hidden charges, in respect of this contract and provisions of Income tax Act regarding deduction of tax at source shall apply. | |
| 9. | Rights | | |
| | 9.1 | Right is reserved to accept or reject any or all Bid without assigning any reasons thereof to NAU. | |
| | 9.2 | Selected Bidder must have to submit original source code to NAU. In addition if selected bidder got penalized as per point 12.1 of chapter no 2 then bidder is | |

| | | |
|--|---|--|
| | | required to submit source code for all the development work carried out for new development work projects. |
| | 9.3 | NAU reserves the right to postpone the date of opening of Bid or to cancel the Bid notice without assigning any reasons thereof. Any request from prospective bidder to postpone or to change date of opening of the Bid due to any reason, whatsoever, will not be considered. |
| | 9.4 | This contract shall be governed by and interpreted in accordance with Laws in force in India. The courts at Navsari, Gujarat shall have exclusive jurisdiction in all matters arising under this contract. |
| 10. | Conditions for “Development and Deployment of NAU Jobs Portal 2.0 with 1 year free AMC at NAU” | |
| | 10.1 | Successful bidder must carry out Development of Softwares/ Modules/ Portals/ Applications as per the University Requirements Only . |
| | 10.2 | The selected party/bidder must provide complete service support including major/minor customization, API integration/development support & bug fixing in proposed development structure and training support as per the university requirements during development & Free AMC Period. |
| 11. | Visit | |
| | 11.1 | It is mandatory for Successful bidder to provide 1 (one) onsite programmers during development period only. Minimum Qualification required: BE/ B.Tech (IT, Computers) or MCA or MSc (IT) and its equivalent degree. *Working IT infrastructure (Internet, Sitting arrangement, Electricity, testing servers) will be provided on request to allotted onsite programmers subject to availability. |
| | 11.2 | During contract period No extra/hidden charges will be paid. |
| | 11.3 | The selected Bidder is required to provide 24*7 Onsite/ Offsite Support whenever it is required during contract Period. |
| 12. | Penalty charges | |
| | 12.1 | In any case bidder will be failed to provide satisfaction in any of the above Terms & Conditions then necessary actions will be take place like selected bidder will be blacklisted by NAU and bidder has to pay back total paid amount with 10% penalty charges . |
| | 12.2 | If the selected bidder fails to complete proposed development project work in specified timeline as per point 4.1 of chapter no 2 then, penalty of Rs. 500/- per day will be applied up to 2 months. Once penalty period of 2 months also be exceeded then point 12.1 will be applicable. |
| Note: Onsite = At Navsari Agricultural University, Navsari main Campus. | | |

We agreed with all the above said of Bid terms and conditions.

**Signature of Bidder
(With Stamp, Name & Designation)**

Chapter 03: Bidder Information

01. Name of supplier/firm :

02. Company Registration No. :

03. Complete postal address :

04. Telephone/Mobile Number :

05. FAX Number (if any) :

06. E-mail address (if any) :

07. GST No. :

08. PAN No. :

09. Any other details :

We agree to abide by the terms and conditions of supply mentioned in this Bid document.

**Signature of Bidder
(With Stamp, Name & Designation)**

Chapter 04: Technical Bid Documents (Mandatory Documents to be Submitted In both Online & Offline mode)

Name of Work: “Development and Deployment of NAU Jobs Portal 2.0 with 1 year free AMC at NAU” at NAU.

Name of the bidder:

| Sr. No. | Check List of Mandatory Documents to be Submitted In both Online & Offline mode |
|---------|--|
| 01. | Valid Registration Certificate of bidders firm. |
| 02. | Signed Copy of Chapter 2: Guidelines and Terms & conditions. |
| 03. | Signed Copy of Chapter 3: Bidder Information. |
| 04. | 2 Years Income Tax Return for the Assessment Year 2021-22 & 2022-23. |
| 05. | GST Registration Certificate. |
| 06. | Documentary evidence of Branch office/ Head Office Registration located in the Jurisdiction of The Navsari Agricultural University. |
| 07. | All the required documents for Least Cost Method Based Evaluation (LCS) technical qualification parameters as per point no. 5.4 of chapter no 2. |
| 08. | Annexure-1 (UNDERTAKING-1 to 7). |
| 09. | Annexure-2 (Agreement to be printed on Rs. 300 Stamp Paper). |
| 10. | Other Mandatory Documents Specified in bid document & GEM BID. |

DECLARATION

I/We solemnly declare that we have attached all the documents mentioned here above and mentioned in the Bid. It is verified that all the certificates/permissions/documents are valid and current as on date and have not been withdrawn/cancelled by the issuing authority. I/We further undertake to produce on demand the original certificate/ permission/ document for verification at any stage during the processing of the Bid. I/We also understand that non-compliance of any documents will be treated as non- respective Bid and we will lose our claim to participate in the Bid Enquiry automatically and our Bid will be liable to reject.

**Signature of Bidder
(With Stamp, Name & Designation)**

Chapter 05: EMD, SD and Submission Address

Earnest Money Deposit: Exempted (EMD is allowed only for Bid Value greater than 5 Lakh (s)-Gem Terms & Conditions)

Security Deposit/ ePBG: Exempted (EPBG is allowed only for Bid Value greater than 5 Lakh (s)-Gem Terms & Conditions)

Bid Submission Address:

Office of the Comptroller

Department of Information Technology

Navsari Agricultural University, University Bhavan, Eru Char Rasta,
Navsari –396 450 (Gujarat). E-mail: itcell@nau.in
Mobile No: 7359445544

Chapter 06: Specification, Requirement and Scope of work for procurement

Name of Work: “Development and Deployment of NAU Jobs Portal 2.0 with 1 year free AMC at NAU” at NAU.

| Item No. | Modules Details Specification, Requirement and Scope of work |
|---|--|
| 01 | Jobs Portal 2.0 with 1 year free AMC |
| <p>Specification, Requirement and Scope of work:</p> <ul style="list-style-type: none"> ❖ Job advertisement posting according to government university requirement. ❖ Cader, Designation and discipline wise job post creation. ❖ Multiple job posting in single advertisement. ❖ Applicants can apply for available jobs online. ❖ Manage applied jobs via job applicant login. ❖ Online payment gateway integration. ❖ Live job application tracking. ❖ Encrypted applicant’s job application details. ❖ Category, age and government rules wise dynamic eligibility criteria and fees relaxation for jobs. ❖ Shortlisting of job applications and send updates via SMS, Email and WhatsApp. ❖ Eligibility list. ❖ Hall ticket printing. ❖ Call letter generation and printing for multiple stages as per university requirement. ❖ Various types of reports should be generated as per university requirements as an when required. ❖ Reports should be exportable to PDF and Excel as per university requirements. ❖ In Addition any requirements arises during the Requirement gathering process and any new feature needs to be added during development work and Free AMC Period. | |
| <p>General Implementations and requirements:</p> <ul style="list-style-type: none"> • User Requirements and Data Collection from Office of Registrar in consultations with IT Department. • Understanding, maintenance, minor customizations whenever required for proposed development work. • System Analysis, Design and Documentation. • Content migration, API Development and Integration, SMS & Payment Gateway Integration, E-mail integration, WhatsApp Integration, QR Code/ Barcode Scanner Integration, SSL & TLS Certificate Integration, Configuration and hosting support for and backup support for all application servers. • Site should have good Search Interface. Search Engine Optimization need to be done. | |

- Home Page to be optimized for faster opening.
 - GIGW, OWASP and W3C compliant.
 - Selected bidder is required to give training for proposed developed applications/ modules/ portals to all the relevant users whenever required as per instruction given by IT Department, NAU during development and free AMC period.
 - Proposed applications/ modules/ portals Compliance to Guidelines/ Standards:
 - Guidelines for Indian Government Websites (GIGW).
 - Web Content Accessibility Guidelines (WCAG) 2.0 or Above.
 - W3C XHTML & W3C CSS Standards.
 - IT Act of India.
 - Aadhaar Act of India.
 - Security as per the Cert-IN (Indian Computer Emergency Response Team) Guidelines based on Open Web Application Security Project (OWASP) vulnerabilities.
 - Custom Login system.
 - User roles and permissions management.
 - SMS, E-mail and WhatsApp notifications.
 - WhatsApp chatbot for jobs tracking and other details as per university requirement
 - In-app notifications.
 - Generate SAFE URLs.
 - Generate and manage metadata (component - based).
 - Multilingualism support and URL localization.
 - UTF-8 URLs support.
 - Integration with NAU SSO portal.
 - Integration with NAU – CMU portal.
 - Integration with NAU – Analytics system.
 - Delivered product must be compatible with Linux & Windows based servers.
 - Developers working on this project must deploy their source code to NAU's Dedicated GIT server each time code changes and must deploy to the live environment only from the GIT repository.
 - CSRF protection.
 - SQL Injection protection.
 - OWASP top – 10 implementation.
 - No data should be permanently deleted from the system.
- Log of each user activity. And history of each record should be tracked.

Note: Proposed Development work must be developed as per the customized requirements of NAU. Detailed requirements will provide during development stages. The features are subject to change in terms of adding new features and removing any features that are not needed after completion of detailed requirement gathering process.

Annexure-1

[Company letterhead]

Date:

Place:

UNDERTAKING-1

To,
Comptroller & Controlling Officer (IT),
Navsari Agricultural University,
Navsari – 396445.

References:

Bid Number:

Subject: Undertaking of agree to All Terms and Conditions of bid document.

Dear Sir,

I, authorized representative of <company name>, hereby solemnly confirm that we are agree to All Terms and Conditions of bid document.

I am declaring that if our company violates any terms & Conditions and scope of work of this Bid then, We Authorize Navsari Agricultural University to take legal actions against our company.

Signature:

Name:

Designation:

Address:

Date:

Company Seal

[Company letterhead]

Date:

Place:

UNDERTAKING-2

To,
Comptroller & Controlling Officer (IT),
Navsari Agricultural University,
Navsari – 396445.

References:

Bid Number:

Subject: Undertaking of NDA.

Dear Sir,

I, authorized representative of <company name>, hereby solemnly confirm that the Company <company name> or any of our employee which will be assigned to work on related projects/tasks.

- I. Will not use candidate data/content of these for any other purpose and also will not share this data with any firm/company/organization/institution etc. for any purpose.
- II. Will keep the client related data confidential & will not be disclosed to anyone.

Signature:

Name:

Designation:

Address:

Date:

Company Seal

[Company letterhead]

Date:

Place:

UNDERTAKING-3

To,
Comptroller & Controlling Officer (IT),
Navsari Agricultural University,
Navsari – 396445.

References:

Bid Number:

Subject: Undertaking of office in Navsari agricultural University jurisdiction.

Dear Sir,

I, authorized representative of <company name>, hereby solemnly confirm that the Company <company name>, is registered under <act name>, act in <place>. Also, we hereby acknowledge that we will deploy necessary team as a when needed at the required location throughout the contract period.

Signature:

Name:

Designation:

Address:

Date:

Company Seal

[Company letterhead]

Date:

Place:

UNDERTAKING-4

To,
Comptroller & Controlling Officer (IT),
Navsari Agricultural University,
Navsari – 396445.

References:

Bid Number:

Subject: Undertaking of source code ownership.

Dear Sir,

I, authorized representative of <company name>, hereby solemnly confirm that we will use source code which will be coded by <company name> employees only. In case we use external libraries, code, plugins etc. then it will be our sole responsibilities to handle any legal and copyright claims.

Signature:

Name:

Designation:

Address:

Date:

Company Seal

[Company letterhead]

Date:

Place:

UNDERTAKING-5

To,
Comptroller & Controlling Officer (IT),
Navsari Agricultural University,
Navsari – 396445.

References:

Bid Number:

Subject: Undertaking of no legal and statutory proceeding.

Dear Sir,

Know by all men by these presents I, authorized representative of **<company name & address>** do hereby declare that we and none of our employee have no legal and statutory proceeding by any statutory body for non-compliance/default.

Signature:

Name:

Designation:

Address:

Date:

Company Seal

[Company letterhead]

Date:

Place:

UNDERTAKING-6

To,
Comptroller & Controlling Officer (IT),
Navsari Agricultural University,
Navsari – 396445.

References:

Bid Number:

Subject: Undertaking of performance assurance.

Dear Sir,

Know by all men by these presents I, authorized representative of **<company name & address>** do hereby declare that if we access to the Applications/ Softwares/ Modules/ Portals during development and AMC period for any kind of task, and those Applications/ Softwares/ Modules/ Portals are not developed by us then we will take care of performance and it will be our responsibility to keep integrity the of the accessed Applications/ Softwares/ Modules/ Portals intact.

Signature:

Name:

Designation:

Address:

Date:

Company Seal

[Company letterhead]

Date:

Place:

UNDERTAKING-7

To,
Comptroller & Controlling Officer (IT),
Navsari Agricultural University,
Navsari – 396445.

References:

Bid Number:

Subject: Undertaking of not being under liquidation, court receivership or similar proceedings and bankruptcy.

Dear Sir,

I, authorized representative of **<company name>**, hereby solemnly confirm and declare that we are not under liquidation, court receivership or similar proceedings and bankruptcy.

Signature:

Name:

Designation:

Address:

Date:

Company Seal

Annexure-2

AGREEMENT TO BE PRINTED ON RS. 300 STAMP PAPER

References:

Bid Number:

Subject: Declaration of not being blacklisted/debarred.

I, authorized representative of <company name>, hereby solemnly confirm that the Company <company name>, is not banned or blacklisted/debarred by the Government of Gujarat/ Any other state government/ Government of India which includes any Government Department, Public Sector Undertakings of the Government, Statutory Boards formed by the Government, Local Bodies in the State, Co-operative Institutions in the State, Universities and Societies formed by the Government and the private sectors, Universities and Educational institutes for any reason as on last date of submission of the Bid. In the event of any deviation from the factual information/ declaration, Navsari Agricultural University reserves the right to reject the Bid or terminate the Contract without any compensation to the Company.