

WEBEL TECHNOLOGY LIMITED

NOTICE INVITING e-TENDER

E-Tender is invited for a be-spoke Financial Health Management System for Sangha Samabay Samity, WBSRLM.

Reputed Bidders having sufficient experience and credentials for successful completion of “Similar Nature” of work in a Central or State Government Department/PSU/Any State RLM/NRLM. Bidder must have adequate credentials for providing post Go-Live support. WTL has been chosen as the execution authority for the same. Bidder must read the NIT document carefully for responding to the requirements of the tender.

1.	Tender No. & Date	WTL/SRLM/DDDM/25-26/022 dated 01.09.2025
2.	Tender Version No.	1.0
3.	Brief description of material	Design, Development, Data Migration of a Financial Health Management System for Sangha Samabay Samity and Hosting it in MeitY approved cloud
4.	Tender Fee	Rs. 4,000.00 (Rupees Four thousand only). The amount to be transferred online through e-tender portal.
5.	Earnest Money Deposit	Rs. 80000.00 (Rupees Eighty thousand only). The amount to be transferred online through e-tender portal.
6.	Date of Downloading/Sale of Tender document	01.09.2025
7.	Pre-Bid Meeting date & time	08.09.2025 at 11.30 Hrs. (On-Line Meeting) • Pre-Bid meeting will be organizing online platform only. • Only queries as per format (Section - L) reaching WTL by 04.09.2025 at 15.00 Hrs. will be taken for decision. • Interest bidders are requested to send mail to purchase@wtl.co.in for participation of online pre-bid meeting. Based on request WTL will share meeting id / links for meeting. If there is any change in date and time then will inform. • Only queries as per format (Section - L) reaching WTL by 04.09.2025 at 15.00 Hrs. will be taken for decision. • Queries will be sent to Purchase Department (purchase@wtl.co.in)
8.	Bid Submission Start date & time	11.09.2025 at 14.00 hrs.
9.	Last date & time of EMD & Tender Fee submission intimation.	Before Uploading of Tender
10.	Last date & time of Bid Submission	16.09.2025 at 14.00 hrs.
11.	Date & time of Technical Bid Opening	18.09.2025 at 14.00 hrs.
12.	WTL Address	WEBEL TECHNOLOGY LIMITED (A Govt. of West Bengal Undertaking) Plot - 5, Block – BP, Sector – V, Salt Lake City, Kolkata – 700091.
13.	Contact person	033-23673403-06

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1. Intending bidder may download the tender documents from the website [**https://wbtenders.gov.in**](https://wbtenders.gov.in) directly with the help of Digital Signature Certificate. Necessary Tender fee may be remitted online through e-tender portal in favour of “Webel Technology Limited” and also to be documented through e-filling. Necessary Earnest Money Deposit (EMD) may be remitted online through e-tender portal in favour of “Webel Technology Limited” and also to be documented through e-filling.
2. Both Techno Commercial Bid and Financial Bid are to be submitted concurrently duly digitally signed in the website [**https://wbtenders.gov.in**](https://wbtenders.gov.in).
3. Tender documents may be downloaded from website and submission of Techno Commercial Bid and Financial Bid will be done as per Time Schedule stated in Section – C of this Tender Document.
4. The Financial Bid of the prospective Bidder will be considered only if the Techno Commercial Bid of the bidder is found qualified by the Tender Committee. The decision of the ‘Tender Committee’ will be final and absolute in this respect. The list of Qualified Bidders will be displayed in the website.
5. All clarifications / corrigenda will be published only on the [**https://wbtenders.gov.in**](https://wbtenders.gov.in).

WEBEL TECHNOLOGY LIMITED

CONTENTS OF THE TENDER DOCUMENT

The Tender document comprises of the following:

SECTION – A	SCOPE OF WORK
SECTION – B	ELIGIBILITY CRITERIA
SECTION – C	DATE AND TIME SCHEDULE
SECTION – D	INSTRUCTIONS TO BIDDER
SECTION – E	BID FORM
SECTION – F	TECHNO COMMERCIAL EVALUATION & AWARDING OF CONTRACT
SECTION – G	GUIDANCE FOR E-TENDERING
SECTION – H	BILL OF MATERIAL
SECTION – I	DETAILS OF ORDERS EXECUTED BY BIDDER
SECTION – J	FINANCIAL CAPABILITY OF BIDDER
SECTION – K	BIDDER'S DETAILS
SECTION – L	PRE-BID MEETING QUERY
SECTION – M	LIST OF CLIENTS OF SIMILAR ORDERS
SECTION – N	PROFORMA FOR PERFORMANCE BANK GUARANTEE
SECTION – O	NIT DECLARATION FOR BIDDER
SECTION – P	COMPLIANCE DOCUMENTS OF ELIGIBILITY CRITERIA

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SECTION – A

SCOPE OF WORK

OBJECTIVE OF THE PROGRAM

The objective of the proposed Solution

- a. Explain the major provisions of Societies Act relating to Sangha
- b. Define Sangha Book-Keeping Best Practices
- c. Benefit the Sangha Business from a robust Record and Transaction Monitoring
- d. The Dept wants to track & monitor the Financial health of Sanghas

Requirements of the Society

According to the Co-operative Society Act:

- a. It is a duty of every Sangha Samabay to keep proper books of accounts:
 - In accordance with IGAAP
 - Which shall reflect the true and fair state of the Sangha Affairs
 - Which shall explain Sangha transactions including:
 - i. Fund Received and UC generated
 - ii. Fund Flow
 - iii. SHG Disbursement with Documentation
 - iv. Any other expenses as per Sangha Guideline
- b. The Register shall be made available in the registered office of the Sangha in such a manner so that this can be made accessible by the society and shall at all times available for inspection by members, supervisory committee and the auditors.
- c. The business reports of Sangha includes:
 - i. Central Reconciliation MIS
 - ii. Statement of Business Affairs
 - iii. Cash Flow
 - iv. Fund Flow

Fundamental concepts are broad basic assumptions, which underline the preparation of periodic Book Keeping of business enterprises

The basic concepts are

- a) Going concern concept- continuity of the business
- b) Prudence concept- not anticipating profits until it has been realized
- c) Accrual concept – not anticipating incomes until when they are received and expenses when they have been incurred but not when they are paid out
- d) Dual concept- every transaction carried in a business has two effects i.e. double entry concept.
- e) Consistency concept- a certain known order is followed

Record-Keeping policies are the specific accounting principles selected and consistently followed by a business enterprise as being appropriate to its circumstance e.g. policy on depreciation and stock valuation. Sangha Record Keeping Principles are standards or guidelines that aid in preparation of financial statements to achieve the set objectives of understanding, reliability and comparability

For proper presentation of statements, 4 basic principles of accounting are used and they include:

- a. Historical cost principle
 - i. General accounting accepted principle requires that most assets and liabilities be accounted for and reported on the basis of acquisition i.e. items recorded at cost price
- b. Revenue recognition principle
 - i. Revenue is realized when goods and services are exchanged for cash
 - ii. Revenue is considered earned when an entity has substantially accomplished what it must do to be entitled to the benefits represented by revenue
- c. Full disclosure principle
 - i. This is the decision of what information to report to the general public

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d. Matching principle

- i. Cost incurred in generating of income should be accounted for at the same time the services were given.

Objectives of Business Process Automation

The main Objectives of Business Process Automation in Sangha are:

- To ensure that Sangha's funds and assets are safeguarded
- To enhance accountability and transparency in the society
- To encourage uniformity in maintenance of the books and comparability of information among society
- To ensure efficient control in management of Sangha resources
- To facilitate proper recording of transactions and maintenance of Register.
- The systems should help to have proper control on cash, stock, produce and fixed assets
- To enable the management to use the information from the record keeping systems as tools for efficient management
- To provide a regular and up to date control of the transactions of the Sangha and to record these transactions in such a way that the account books give a fair impression of the financial position of the society.

Transaction Streamline Management Solution – Efficacy objectives

- ✓ Enables a society to control its economic and Fiscal resources effectively
- ✓ The recording of society's transactions is done for each activity. At the end of each quarter budgeted results are then compared with the actual results to determine how well a society is operating.
- ✓ Makes education and training easier
- ✓ When training members of staff in the field, Dept. can use standardized documents and forms which are in use by the societies. The teaching of accounting is also made effective when the same pre-printed and uniform materials are used.
- ✓ Makes job rotation possible and cheaper
- ✓ The time taken to introduce a new member of staff in accounting department is reduced particularly if one has been working in a Sangha before. New members of staff are also to use their previous experience for the benefit of the new assignment.
- ✓ Reduces the volume of typing work in that the forms are pre-printed
- ✓ For instance, both the budget and trial balance forms have the same account names printed in the same order. In fact, when it comes to making an economic report, the time taken is considerably reduced.
- ✓ Enables organizations to produce uniform statistical material
- ✓ Because of standardization, Society will be in a position to produce uniform data, which is reliable and up to date. This data and information are useful to management in making quick and timely decisions
- ✓ Makes auditing easy
- ✓ Since the accounting documents and the methods are standardized therefore clarity and neatness in the recording and presentation of accounting information, auditing work becomes easier since the achievement can easily be determined. The auditor can make comments on the performance of the various activities

Compliance Frameworks & Standards Adherence Desired

- Information Technology (IT) Act, 2000 (and its amendments) & GIGW
- CERT-In Guidelines for cybersecurity best practices
- NIC Security Policies for government software
- ISO/IEC 27001 compliance for information security
- OWASP Top 10 & NIST Frameworks for application security
- Data Protection Bill/DPDP Act adherence for personal data privacy
- Application Security Measures (e.g., secure coding practices, encryption, authentication)
- Network Security Protocols (e.g., firewall configurations, IDS/IPS)
- Data Protection Strategies (e.g., encryption, masking, secure backups)
- Access Control & Identity Management (e.g., RBAC, MFA)
- Incident Response & Monitoring (e.g., SIEM, logging, alerts)
- Adherence with Web Content Accessibility Guidelines (WCAG)

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BACKUP MECHANISM

Bidder will ensure necessary Backups mechanism to protect against data loss due to hardware failures, accidental deletions, or malicious activities like hacking and ransomware attacks.

Backup Scope:

1. Database: All databases used by the web application.
2. Files: All files, including code, images, videos, and documents.
3. Configuration: All configuration files and settings.

Backup mechanisms such as Backup Methodology / Frequency/ Retention/ Security/ Disaster Recovery Planning etc. will be managed as per standard guidelines and organizational need.

WEBSITE RELEASE & DELIVERABLES:

Bidder will be responsible for replications of software deliverables, maintaining proper backup of the deliverables, accurate identification and final inspection of the deliverables before the delivery to the and installation of software at Production Environment (in case of cloud other than WBSDC)

Bidder will:

- Deliver the product along with its related documents e.g., SRS, Design Documents, Test Case scenarios, Internal Test Reports, UAT results.
- Deploy the application in test environment, training environment and production for Go-live.
- Provide Release Note along with the deliverable which includes the following:
 - a) Application source code
 - b) Database structure and it's dependencies with the application.
 - c) Hardware dependencies
 - d) Server credentials, root credentials, FTP credentials with IP details.
 - e) Training and Support Materials: Training guides, videos, support materials and troubleshooting guide.
 - f) Deployment and Configuration Scripts: Scripts and instructions for deployment and configuration.
 - g) Data Migration Tools and Scripts: Tools and scripts for data migration.
 - h) Release Notes and Change Logs: Detailed notes on changes, fixes, and enhancements.
 - i) System Design Document: Detailed design document outlining system architecture.
 - j) API Documentation
 - k) Performance Metrics: Performance testing results, including load tests and benchmark

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SECTION – B

ELIGIBILITY CRITERIA

1. The bidder must be a company registered under Companies Act, 1956/2013 or Partnership or LLP or OPC or Proprietary Firm at least seven plus years. Documentary evidence to be submitted.
2. Bidders must have a registered office in West Bengal for atleast ten (10) years as on March 31, 2025. Valid proof should be submitted along with the bid.
3. The bidder should have valid GST Registration Number & PAN. The bidder shall have to submit photocopies of the documents.
4. The Bidder must have successfully delivered similar projects of cumulative contract value of not less than 3 crores during the last 3 financial years under Government Department/ Bodies/ PSU's & at least 1 project amongst the same should be from Panchayat and Rural Development of GoWB. Order copy/ valid SLA document with Completion Certificate/ Payment Certificate/Live URL to be submitted/shared.
5. The Bidder must have successfully completed/ Ongoing in portal development in any Govt./ Semi Govt. portal with more than 1000 users in last three financial years. To be supported by Customer Order copy/ valid SLA document with Customer testimonials.
6. The bidder having credentials in deployment of any similar Solutions of Financial Transactions and Fund Disbursement Management in last five years. Order copy/ valid SLA document with Completion Certificate/ Payment Certificate/Live URL to be submitted/shared.
7. The bidder should have an average annual turnover of not less than Rs.5.00 crore in the last three financial years (considering FY –2022-23, 2023-24, 2024-25). Bidder shall have to submit Audited Balance Sheet / Audited Accounts / Auditor Certificate in support of their claim.
8. The Bidder should have positive net worth in the financial year (2024-25). Certification in Auditor's / CA's Letterhead with UDIN.
9. The bidder shall have Quality Certificate (ISO 9001:2015) & (27001:2022). Copy of valid Certificate to be submitted and validity should remain up to completion of job.
10. The bidder shall not have been blacklisted by any State/Central Government or PSU Organization or bilateral/multilateral funding agencies for breach of ethical conduct or fraudulent practices as on date of submission of the proposal. Declaration on bidder's letter head to be submitted.
11. The bidder shall submit Bid Form (Section – E) duly signed by the authorized signatory of the company as per the format enclosed. Deviation in format may not be accepted.
12. The bidder shall submit NIT Declaration for Bidder (Section – O) duly signed by the authorized signatory of the company as per the format enclosed. Deviation in format may not be accepted.

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SECTION – C

DATE AND TIME SCHEDULE

Sl. No.	Particulars	Date & Time
1	Date of uploading of N.I.T. & other Documents (online) (Publishing Date)	01.09.2025
2	Documents download start date (Online)	01.09.2025
3	Last Date and time of sending the queries (Offline)	04.09.2025 at 15.00 Hrs
4	Pre-Bid Meeting at WTL Office (Off Line)	08.09.2025 at 11.30 Hrs
5	Corrigendum, if any will be published (On Line)	-
6	Bid Submission start date & time (On line)	11.09.2025 at 14.00 Hrs
7	Last Date & time of submission of Earnest Money Deposit & submission of remittance details	Before Uploading of Tender
8	Last Date & time of submission of Tender Fee & submission of remittance details	Before Uploading of Tender
9	Bid Submission closing date & time (On line)	16.09.2025 at 14.00 Hrs
10	Bid opening date & time for Technical Proposals (Online)	18.09.2025 at 14.00 Hrs
11	Date of uploading the final list of Technically Qualified Bidder (online) after disposal of appeals, if any	-
12	Date for opening of Financial Bid (Online)	-

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SECTION – D

INSTRUCTIONS TO BIDDER

1. DEFINITIONS

In this document, the following terms shall have following respective meanings:

“Acceptance Test Document” means a document, which defines procedures for testing the functioning of installed system. The document will be finalized with the contractor within 7 days of issuance of the Letter of Award/Confirm Work Order.

“Agreement” means the Agreement to be signed between the successful bidder and WTL including all attachments, appendices, all documents incorporated by reference thereto together with any subsequent modifications, the RFP, the bid offer, the acceptance and all related correspondences, clarifications, presentations.

“Bidder” means any firm offering the solution(s), service(s) and /or materials required in the RFP. The word Bidder when used in the pre award period shall be synonymous with Bidder, and when used after award of the Contract shall mean the successful Bidder with whom WTL signs the agreement for supply, install, commission and render services for the systems.

“Contract” is used synonymously with Agreement.

“Contract Price” means the price to be paid to the Contractor for providing the Solution, in accordance with the payment terms.

“Contractor” means the Bidder whose bid to perform the Contract has been accepted by Tender Committee and is named as such in the Letter of Award.

“Default Notice” means the written notice of Default of the Agreement issued by one Party to the other.

“Installation” means installation of supplied Hardware & Software as applicable.

“Fraudulent Practice” means a misrepresentation of facts in order to influence a procurement process or the execution of a Contract and includes collusive practice among Bidders (prior to or after Bid submission) designed to establish Bid prices at artificial noncompetitive levels and to deprive the benefits of free and open competition.

“Good Industry Practice” shall mean the exercise of that degree of skill, diligence and prudence which would reasonably and ordinarily be expected from a reasonably skilled and experienced Operator engaged in the same type of undertaking under the same or similar circumstances.

“Government” / “Gov. of W. Bengal” means the Government of West Bengal.

“GoI” shall stand for the Government of India.

“GoWB” means Government of West Bengal

“WBSRLM/SRLM” means West Bengal State Rural Livelihoods Mission.

“WTL” means Webel Technology Limited a Govt. of W. Bengal undertaking.

“Personnel” means persons hired by the Bidder as employees and assigned to the performance of the Infrastructure Solution or any part thereof.

“Similar Nature of Work” Design, Development, Documentation, Data Migration and Hosting it in any MeitY approved cloud. The solution must have workflow implementation with flavor of financial health implication of beneficiaries involved.

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“Project” Design, Development, Documentation, Data Migration Financial Health Management System for Sangha Samabay Samity and Hosting of the same in MeitY approved cloud.

“Services” means the work to be performed by the Bidder pursuant to this Contract, as described in the detailed Scope of Work.

“Interest rate” means “364 days Government of India (GoI) Treasury Bills” rate.

“Law” shall mean any Act, notification, bye law, rules and regulations, directive, ordinance, order or instruction having the force of law enacted or issued by the Central Government and/or the Government of West Bengal or any other Government or regulatory authority or political subdivision of government agency.

“LOI” means issuing of Letter of Intent shall constitute the intention of the WTL to place the Purchase Order with the successful bidder.

“Operator” means the company providing the services under Agreement.

“Period of Agreement” refers to support for 365 days from the date of Go-Live It will include

A. Defect fix

B. Comply fully with the guidelines issued from time to time by the Government, which doesn't result in any data structure changes/workflow changes /any additional analytical formatted report

C. Small changes in application, which individually does not require more than 5-man-days of effort.

“Requirements” shall mean and include schedules, details, description, statement of technical data, performance characteristics, standards (Indian as well as International) as applicable and specified in the Contract.

“Service” means provision of Contracted service viz., operation, maintenance and associated services for DEPLOYED SYSTEMS as per Section titled “Scope of Work”.

“Termination Notice” means the written notice of termination of the Agreement issued by WTL.

“Uptime” means the time period when specified services are available with specified technical and service standards as mentioned in section titled “Maintenance SUPPORT” **“%Uptime”** means ratio of 'up time' (in minutes) as mentioned in section titled “Warranty support”

“Service Down Time” (SDT) means the time period when specified services with specified technical and operational requirements as mentioned in section titled “Maintenance SUPPORT” **“%Downtime”** are not available to Gov. of W. Bengal and its user departments and organizations.

2. PRE BID MEETING

Pre Bid Meeting will be held on 08.09.2025 at 11.30 hrs. (On-Line Meeting). Bidder can send their queries as per format (Section - L) to Purchase Department (purchase@wtl.co.in). Only the queries received within the stipulated date prior to the Pre Bid Meeting will be answered. Interest bidders are requested to send mail to (purchase@wtl.co.in) for participation of online pre-bid meeting. Based on request WTL will share meeting id / links for meeting. If there is any change in date and time then will inform.

3. COST OF BIDDING

The bidder shall bear all costs associated with the preparation and submission of the bid and WTL will no case be responsible for those costs regardless of the conduct or outcome of the bidding process.

4. BID DOCUMENT

Bidder is expected to examine all instructions, forms, terms and requirement in the bid document. The invitation to bid together with all its attachment thereto shall be considered to be read, understood and accepted by the bidder unless deviations are specifically stated in the seriatim by the bidder. Failure to furnish all information required by the bid document or a bid not substantially

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responsive to the bid document in every respect may result of the bid.

5. AMENDMENT OF BID DOCUMENT

At any time prior to the deadline for submission of proposals, WTL reserves the right to add/modify/delete any portion of this document by issuance of a Corrigendum, which would be published on the website and will also be made available to the all the Bidder who have been issued the tender document. The Corrigendum shall be binding on all bidders and will form part of the bid documents.

6. MODIFICATION AND WITHDRAWAL OF BIDS

The bidder cannot modify or withdraw its bid after submission.

7. LANGUAGE OF BID & CORRESPONDENCE

The proposal will be prepared by the Bidder in English language only. All the documents relating to the proposal (including brochures) supplied by the firm should also be in English, and the correspondence between the Bidder & WTL will be in English language only. The correspondence by fax/E-mail must be subsequently confirmed by a duly signed formal copy.

8. BIDDER'S SOLUTION

The bidders are requested to study the Bill of Material supplied with this document carefully. While working out the solution the bidder has to work with the Scope of work provided in the tender documents. While submitting the bid the bidder has to detail out all components needed to complete the system BOM. The bidder is required quote for each item retaining all major components/sub system detailed and specified. As the contractor will be responsible for smooth functioning of the system, during the tenure of the support/ maintenance period have to be take care by the contractor to maintain the guaranteed uptime

9. EARNEST MONEY DEPOSIT (EMD)& TENDER FEE

The bidder shall furnish Online Receipt against payment of Tender Fees and Earnest Money Deposit.

10. REFUND OF EMD

EMD will be refunded to the unsuccessful bidders without interest by following guidelines of circular 3975-F(Y) dated 28/07/2016 on final selection of Successful Bidders.

11. FORFEITURE OF EMD

EMD made by Bidder may be forfeited under the following conditions:

If Bidder withdraws the proposal before the expiry of validity period.

During the evaluation process, if a Bidder indulges in any such activity as would jeopardize the process, the decision of WTL regarding forfeiture of EMD shall be final and shall not be called upon question under any circumstances.

If Bidder violates any of the provisions of the terms and conditions of the proposal.

In the case of a successful Bidder, if Bidder fails to:

- a) Accept the work order along with the terms and conditions.
- b) Furnish performance security.
- c) Violates any of the work conditions of this proposal or indulges in any such activities as would jeopardize the work.
- d) Submitting false/misleading information/declaration/documents/proof/etc.

The decision of WTL regarding forfeiture of EMD shall be final and shall not be called upon to question under any circumstances, besides, forfeiture of EMD even the Bidder will be deferred from participating in any job for a period of one year.

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12. FORMS AND FORMATS

The various inputs for the Techno Commercial as Financial Bids are to be submitted in the format specified. The bidder shall use the form, wherever specified, to provide relevant information. If 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.

13. LACK OF INFORMATION TO BIDDER

The bidder shall be deemed to have carefully examined the Bid document to his entire satisfaction. Any lack of information shall not relieve the bidder of his responsibility to fulfill his obligation under the bid. If bidder has any queries relating to bid document, then he can send the queries before the Pre Bid Meeting.

14. CONTRACT EXECUTION

On receipt of the Letter of Award the contractor should submit a Performance Bank Guarantee (PBG) equivalent to 10% of the total contract value within three weeks from the date of receipt of Letter of Award/Order. The PBG should be valid for six months more than the Support period post Go-Live. All of the deliverables of the solution will have to be completed within the defined time frame stated in the Scope as per this tender from the date of acceptance of contract and the contractor must ensure all activities leading to the commissioning of the contract to be completed within defined time frame stated in the Scope as per this tender from the date of award. Subsequent to the award of contract, the contractor will have to arrange for the requisite material as per BOM.

15. TIME SCHEDULE FOR DELIVERY AND INSTALLATION

Timeline

	Weeks														
Broad Milestones	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Study & Development															
Customization & Deployment of Beta Version at Cloud															
Localization at Sangha															
Master Data Migration and opening balance finalization															
UAT For Version 1.0 release															
Implementation at designated Sangha															
User Trainig															

The Selected Bidder has to provide all the deliverables strictly as per the schedule. The Service Recipient body will grant approvals to all the deliverables through the Project Implementation Committee (PIC) constituted for this project. The time consumed in granting approvals or any delay from the client side, is excluded from above and the Selected Bidder will not be accountable for the same.

The bidders though are free to offer their own timeline

16. LOCATION FOR DELIVERY & INSTALLATION

On completion of development & testing by wtl the software components will be given to WBSRLM for acceptance testing. WBSRLM will perform required testing and provide acceptance.

17. LIQUIDATED DAMAGE / PENALTY

Vendor Termination Clause: -

If the selected bidder is either not able to meet the timeline grossly or in multiple cases fail to meet the requirements of the customer; WTL reserves the right to terminate the contract and will get the job

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completed by any other competent party. The difference of cost incurred by WTL will be recovered from the contractor and PBG will be invoked.

18. LIABILITY

In case of a default on bidder's part or other liability, WTL shall be entitled to recover damages from the Contractor. In each such instance, regardless of the basis on which WTL is entitled to claim damages from the Contractor (including fundamental breach, negligence, misrepresentation, or other contract or tort claim), Contractor shall be liable for no more than:

- Payment referred to in the Patents and Copyrights clause.
- Liability for bodily injury (including death) or damage to real property and tangible personal property limited to that cause by the Contractor's negligence.
- As to any other actual damage arising in any situation involving nonperformance by Contractor pursuant to or in any way related to the subject of this Agreement, the charge paid by WTL for the individual product or Service that is the subject of the Claim. However, the contractor shall not be liable for
- For any indirect, consequential loss or damage, lost profits, third party loss or damage to property or loss of or damage to data.

For any direct loss or damage that exceeds the total payment for Contract Price made or expected to be made to the Contractor hereunder.

19. PATENTS & COPYRIGHT

If a third party claims that a product delivered by the Contractor to WTL infringes that party's patent or copyright, the Contractor shall defend WTL against that claim at Contractor's expense and pay all costs, damages, and attorney's fees that a court finally awards or that are included in a settlement approved by the Contractor, provided that WTL.

- Promptly notifies Contractor in writing of the claim
- Allows Contractor to control and co-operate with Contractor in the defense and any related settlement negotiations.

Remedies: If such a claim is made or appears likely to be made, WTL would permit Contractor to enable WTL to continue to use the product, or to modify it, or replace it with one that is at least functionally equivalent. If Contractor determines that none of these alternatives is reasonably available, WTL agrees to return the product to Contractor on Contractor's written request. Contractor will then give WTL a credit equal to for a machine. WTL's net book value (provided WTL has followed generally accepted accounting principles for a generally available software product produced by Contractor (Program) the amount paid by WTL or 12 months charges (whichever is lesser) and for materials the amount paid by WTL for the materials. These will be Contractor's entire obligation regarding any claim of infringement.

20. SUSPENSION OF WORK

WTL shall have the power at any time and from time to time by notice to the Contractor to delay or suspend the progress of the work or any part of the work due to any other adequate reasons and on receipt of such notice the contractor shall forthwith suspend further progress of the work until further notice from WTL. The Contractor shall recommence work immediately after receiving a notice to do so from WTL. The whole or any part of the time lost for such delay or suspension shall, if WTL in its absolute discretion thinks fit, but not otherwise, be added to the time allowed for completion.

21. TERMS OF PAYMENT

Payment terms will be on back-to-back basis, i.e., payment will be made only on receipt of payment from WBSRLM.

PAYMENT MILESTONE
20% on FRS Submission
30% on Deployment in UAT Server
20% after UAT Sign Off
15% After Deployment
15% After completion of 365 days of support post Deployment

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22. GOVERNING LAWS

This contract should be governed by and interpreted by Arbitration clause in accordance with Laws in force in India. The courts at Kolkata shall have exclusive jurisdiction in all matters arising under the contract. The selected vendor shall keep himself fully informed of all current national, state and municipal law and ordinances. The selected vendor shall at their own expense, obtain all necessary permits and license and pay all fees and taxes required by law. These will be selected vendor's entire obligation regarding any claim of infringement. The selected vendor hereto agrees that it shall comply with all applicable union, state and local laws, ordinances, regulations and codes in performing its obligations hereunder, including the procurement of licenses, permits certificates and payment of taxes where required. The selected vendor shall establish and maintain all proper records (particularly, but without limitation, accounting records) required by any law, code/practice of corporate policy applicable to it from time to time including records and returns as applicable under labor legislation.

23. CORRUPT OR FRAUDULENT PRATICES

The Tender Committee requires that the bidders under this Tender observe the highest standards of ethics during the procurement and execution of such contracts. For this purpose, the definition of corrupt and fraudulent practices will follow the provisions of the relevant laws in force. The Tender Committee will reject a proposal for award if it detects that the bidder has engaged in corrupt or fraudulent practices in competing for the contract in question. The Tender Committee will declare a firm ineligible, either indefinitely or for a stated period of time, if it at any time determines that the firm has engaged in corrupt and fraudulent practices in competing for, or in executing, a contract.

24. BINDING CLAUSE

All decisions taken by the Tender Committee regarding the processing of this tender and award of contract shall be final and binding on all parties concerned. The Tender Committee reserves the right:

- To vary, modify, revise, amend or change any of the terms and conditions mentioned above and,
- To reject any or all the Tender/s without assigning any reason whatsoever thereof or to annul 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.

25. WORKMEN'S COMPENSATION

In every case in which by virtue of the provision of the workmen's compensation Act 1923 or any other relevant acts and rules, compensation to a workman employed by the contractor, is payable, then this should be done by the Contractor. If WTL is obliged to make any compensation under the said rules and acts, then the amount shall be recovered without prejudice, from the bills and due of the Contractor. WTL shall not be bound to contest any claim made against the Contractor in respect of workmen's compensation.

26. CONTRACTOR'S EMPLOYEES

The Contractor shall comply with the provision of all labour legislation including the requirement of the payment of Wage Act 1936 and the rules framed there under and modifications thereof in respect of men employed by him in carrying out the contract. The Contractor must ensure that he complies with PF, ESI regulation for all his deployed employees. The Contractor shall see that all authorized Sub Contractors under him similarly complied with the above requirement.

27. SAFETY MEASURES

The Contractor shall in the course of execution of the work take all necessary precaution for the protection of all persons and property. The Contractor shall take adequate measures to protect the work and prevent accident during the work. In the event of any accident to any person or persons or damage or injury of any description to any person or property due to failure on the part of the contractor in taking proper precautionary measures the contractor shall be responsible for and must make good the loss the damage at his own cost to the satisfaction of the department and employees of the department shall be indemnified from all claims or liabilities arising there from or any expenses incurred on account thereof.

WEBEL TECHNOLOGY LIMITED

28. EQUIPMENT

All tools & tackles necessary for the work shall have to be procured by the contractor unless otherwise specified elsewhere in these tender documents. The equipment used by the contractor for a particular work must be appropriate for the type of work. The contractor shall maintain the equipment used on the work properly so that they are in good working condition. In no case shall the contractor use defective or imperfect equipment in the work. The contractor shall arrange to replace or repair all defective equipment so that the progress of the work is not hampered. No defective equipment should be left at the site of work and the department shall not be responsible for any loss or damage to any of these equipments during the course of the execution of the work.

29. SUB-CONTRACT

The purchaser (WTL) does not recognize the existence of Sub-Contractors. The Contractor's responsibility is not transferable. No consortium partner is allowed.

30. TERMINATION FOR DEFAULT

WTL may without prejudice to any other remedy or right of claim for breach of contract by giving not less than 30 days written notice of default sent to the contractor, terminate the order in whole or in part. If the contractor materially fails to render any or all the services within the time period specified in the contract or any extension thereof granted by WTL in writing and fails to remedy its failure within a period of thirty days after receipt of default notice from WTL. If the project (delivery, commissioning as well as warranty maintenance support is not carried out according to specification due to deficiency in service as per terms of the contract. In such case WTL will invoke the amount held back from the contractor as PBG.

31. BANKRUPTCY

If the contractor becomes bankrupt or have a receiving order made against him or compound with his creditors or being a corporation commence to be wound up, not being a voluntary winding up for the purpose only or amalgamation or reconstruction, or carry on their business under a receiver for the benefit of their creditors or any of them, WTL shall be at liberty to terminate the engagement forthwith without any notice in writing to the contractor or to the liquidator or receiver or to any person in whom the contractor may become vested and without any compensation to give such liquidator or receiver or other person the option of carrying out the engagement subject to their providing a guarantee for the due and faithful performance of the engagement up to an amount to be determined by WTL.

32. FORCE MAJEURE

It is hereby defined as any cause, which is beyond the control of the Contractor or WTL as the case may be, which such party could not foresee or with a reasonable amount of diligence could not have foreseen and which substantially affect the performance of the contract, such as

- War, Hostilities or warlike operations (whether a state of war be declared or not), invasion, act of foreign enemy and civil war.
- Rebellion, revolution, insurrection, mutiny, usurpation of civil or military, government, conspiracy, riot, civil commotion and terrorist area.
- Confiscation, nationalization, mobilization, commandeering or requisition by or under the order of any government or de facto authority or ruler, or any other act or failure to act of any local state or national government authority.
- Strike, sabotage, lockout, embargo, import restriction, port congestion, lack of usual means of public transportation and communication, industrial dispute, shipwreck, shortage of power supply epidemics, quarantine and plague.
- Earthquake, landslide, volcanic activity, fire flood or inundation, tidal wave, typhoon or cyclone, hurricane, nuclear and pressure waves or other natural or physical disaster.

If either party is prevented, hindered or delayed from or in performing any of its obligations under the Contract by an event of Force Majeure, then it shall notify the other in writing of the occurrence of such event and the circumstances of the event of Force Majeure within fourteen days after the occurrence of such event. The party who has given such notice shall be excused from the performance or punctual performance of its obligations under the Contract for so long as the relevant event of Force Majeure continues and to the extent that such party's performance is prevented, hindered or delayed.

The party or parties affected by the event of Force Majeure shall use reasonable efforts to mitigate the effect of the event of Force Majeure upto its or their performance of the Contract and to fulfill

WEBEL TECHNOLOGY LIMITED

its or their obligation under the Contract but without prejudice to either party's right to terminate the Contract.

No delay or nonperformance by either party to this Contract caused by the occurrence of any event of Force Majeure shall.

- Constitute a default or breach of the contract.
- Give rise to any claim for damages or additional cost or expense occurred by the delay or nonperformance. If, and to the extent, that such delay or nonperformance is caused by the occurrence of an event of Force Majeure.

33. INSURANCE COVERAGE

Appropriate insurance to cover all solution components for the transit period and until the time of its acceptance at the respective site is to be taken by the contractor. As the contractor will carry the risk for the material in his books during transit, the contractor should arrange insurance for the total system as period from the dispatch till Acceptance Test is successfully achieved. Further the contractor is to take all required insurance coverage in respect of all its personnel who shall be working on this engagement.

34. WARRANTY

365 days from the date of Go-Live of the Project duly certified by the end-customer; herein WBSRLM

35. WARRANTY SUPPORT

The total system will be warranted against all defects/bugs from the date of acceptance of the system whole or part.

The Bidder will have to provide following application related services without any additional charge for 365 days (from completion of UAT) on the accepted product by SRLM:

- i. Defect fix
- ii. Comply fully with the guidelines issued from time to time by Government, which does not result in any data structure changes/workflow changes /any additional analytical formatted report
- iii. Small changes in application, which individually require not more than 5(five) man days of effort.
- iv. But will not cover any issues arising out of "Any Act of God".

36. PERFORMANCE BANK GUARANTEE (PBG)

As a guarantee for timely scanning, editing and final submission of archival records as mentioned in Bill of Material, from the date of final handover of the images and pertaining to proper quality checking of the files / images, the bidder will have to submit 10% of the contract value as security in the form of Performance Bank Guarantee from any bank as per format enclosed (Section – N).

37. SI/BIDDER/CONTRACTOR'S RESPONSIBILITIES

Refer Section – A (SCOPE OF WORK)

38. NO WAIVER OF RIGHTS

Neither the inspection by WTL or any of their agents nor any order by WTL for payment of money or any payment for or acceptance of the whole or any part of the works by WTL, nor any extension of time, nor any possession taken by WTL shall operate as a waiver of any provision of the contract or of any power reserved to WTL, or any right to damages here in provided, nor shall any waiver of any breach in the contract be held to be a waiver of any other subsequent breach.

39. ENFORCEMENT OF TERMS

The failure of either party to enforce at any time any of the provision of this contract or any rights in respect thereto or to exercise any option here in provided shall in no way be construed to be a waiver to such provisions, rights or options or in any way to affect the validity of the contract. The exercise by either party of any of its rights herein shall not preclude or prejudice either party from exercising the same or any other right it may have hereunder.

40. PERIOD OF VALIDITY OF OFFER

For the purpose of placing the order, the proposals shall remain valid till 365 days from the final date of submission. During the period of validity of proposals, the rates quoted shall not change.

WEBEL TECHNOLOGY LIMITED

41. TAXES & DUTIES

- The prices shall be inclusive of all taxes & levies including GST and other statutory duties as applicable. Rate of taxes should be indicated separately in the Price Bid.
- Contract Price specified in Price Bid should be based on the taxes & duties and charges prevailing at the date one day prior to the last date of Bid submission.
- Statutory deduction, wherever applicable, shall be made from invoice as per government rules. Necessary certificate will be issued for such deductions.
- Bidder submitting a bid shall produce valid statutory documents / certificates with respect to GST, Income Tax, ROC, Prof. Tax, Trade License, etc. All such documents / certificates shall remain valid on the last date of tender submission.
- In case of inter-state transaction, WTL will provide "Waybill". However, statutory charges, if any will be borne by the bidder.
- GST component of the invoice of the bidder may be kept on hold in case there is any mismatch / irregularity in GST return filing on the part of the bidder.

42. DISCREPANCIES IN BID

- Discrepancy between description in words and figures, the rate which corresponds to the words quoted by the bidder shall be taken as correct.
- Discrepancy in the amount quoted by the bidder due to calculation mistake of the unit rate then the unit rate shall be regarded as firm.
- Discrepancy in totaling or carry forward in the amount quoted by the bidder shall be corrected.

43. BID DUE DATE

The tender shall be submitted not later than the due date and time specified in the Important Dates Sheet. WTL may at its discretion on giving reasonable notice by fax, or any other written communication to all prospective bidders who have been issued the bid documents, extend the bid due date, in which case all rights and obligations of the WTL and the bidders, previously subject to the bid due date, shall thereafter be subject to the new bid due date as extended.

44. LATE BID

Any proposal received after the deadline for submission of proposals may not be accepted.

45. OPENING OF BID BY WTL

Bids shall be opened and downloaded electronically through operation of the process in the e-Tender portal in presence of Tender Committee. Bidders interested to remain present during electronic bid opening may attend the bid opening session at WTL premises at scheduled date & time.

46. CONTACTING WTL

Bidder shall not approach WTL officers beyond office hours and/or outside WTL office premises from the time of the Bid opening to the time of finalization of successful bidder. Any effort by bidder to influence WTL office in the decision on Bid evaluation, Bid comparison or finalization may result in rejection of the Bidder's offer. If the bidder wishes to bring additional information to the notice of WTL, it should be in writing.

47. WTL'S RIGHT TO REJECT ANY OR ALL BIDS

WTL reserves the right to reject any bid and to annul 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.

48. BID CURRENCIES

Prices shall be quoted in Indian Rupees, inclusive of all prevailing taxes, levies, duties, cess etc.

49. PRICE

- Price should be quoted in the BOQ format only. No deviation is acceptable.
- Price quoted should be firm, inclusive of packing, forwarding, insurance and freight charges.
- Percentage/specified amount of taxes & duties should be clearly mentioned otherwise WTL reserves the right to reject such vague offer.
- Price to be quoted inclusive of supply, installation & commissioning charges.

WEBEL TECHNOLOGY LIMITED

50. CANVASSING

Canvassing or support in any form for the acceptance of any tender is strictly prohibited. Any bidder doing so will render him liable to penalties, which may include removal of this name from the register of approved Contractors.

51. NON-TRANSFERABILITY OF TENDER

This tender document is not transferable.

52. FORMATS AND SIGNING OF BID

The original and all copies of the proposals shall be neatly typed and shall be signed by an authorized signatory(ies) on behalf of the Bidder. The authorization shall be provided by written Power of Attorney accompanying the proposal. All pages of the proposal, except for un-amended printed literature, shall be initialed by the person or persons signing the proposal. The proposal shall contain no interlineations, erase or overwriting. In order to correct errors made by the Bidder, all corrections shall be done & initialed with date by the authorized signatory after striking out the original words/figures completely.

53. WITHDRAWAL OF BID

Bid cannot be withdrawn during the interval between their submission and expiry of Bid's validity period. Fresh Bid may be called from eligible bidders for any additional item(s) of work not mentioned herein, if so required.

54. INTERPRETATION OF DOCUMENTS

If any bidder should find discrepancies or omission in the specifications or other tender documents, or if he should be in doubt as to the true meaning of any part thereof, he shall make a written request to the tender inviting authority for correction/clarification or interpretation or can put in a separate sheet along with his technical bid document.

55. SPLITTING OF THE CONTRACT AND CURTAILMENT OF WORK

WTL reserve the right to split up and distribute the work among the successful bidders and to curtail any item of work in the schedule partly or fully.

56. PREPARATION OF TENDER

Tender shall be submitted in accordance with the following instructions:

- a) Tenders shall be submitted in the prescribed forms. Digital signatures shall be used. Where there is conflict between the words and the figures, the words shall govern.
- b) All notations must be in ink or type written. No erasing or overwriting will be permitted. Mistakes may be crossed out and corrections typed or written with ink adjacent thereto and must be initialed in ink by the person or persons signing the tender.
- c) Tenders shall not contain any recapitulation of the work to be done. Alternative proposals will not be considered unless called for. No written, oral, telegraphic or telephonic proposals for modifications will be acceptable.
- d) Tenders shall be uploaded as notified on or before the date and time set for the opening of tenders in the Notice Inviting Tenders.
- e) Tenders subject to any conditions or stipulations imposed by the bidder are liable to be rejected.
- f) Each and every page of the tender document must be signed with company seal by the bidder.

57. PRE-DISPATCH INSTRUCTION

All materials / equipment's supplied against the purchase order shall be subjected to Inspection, check and /or test by the authorized representative from WTL.

58. CLARIFICATION OF BIDS

During evaluation of the bids, the Customer/Tender Committee, at its discretion may ask the bidder for clarification of its bid. The request for the clarification and the response shall be in writing (fax/email) and no change in the substance of the bid shall seek offered or permitted.

WEBEL TECHNOLOGY LIMITED

59. COMPLIANCE WITH LAW

The contractor hereto agrees that it shall comply with all applicable union, state and local laws, ordinances, regulations and codes in performing its obligations hereunder, including the procurement of licenses, permits certificates and payment of taxes where required.

The contractor shall establish and maintain all proper records (particularly, but without limitation, accounting records) required by any law, code/practice of corporate policy applicable to it from time to time including records and returns as applicable under labor legislation.

60. ERASURES OR ALTERNATIONS

The offers with overwriting and erasures may make the tender liable for rejection if each of such overwriting/erasures/manuscript ions is not only signed by the authorized signatory of the bidder. There should be no hand-written material, corrections or alterations in the offer. Technical details must be completely filled up. Correct technical information of the product being offered must be filled in. Filling up of the information using terms such as "OK", "accepted", "noted", "as given in brochure/manual" is not acceptable. The Customer may treat offers not adhering to these guidelines as unacceptable. The Customer may, at its discretion, waive any minor non-conformity or any minor irregularity in the offer. This shall be binding on all bidders and the Tender Committee reserves the right for such waivers.

61. FINAL INSPECTION

Final inspection will be carried by the authorized representative from WTL.

62. SITE INSPECTION

Bidder can inspect (at their own cost) the sites if required, for which they have to take necessary permission from WTL in writing. WTL will take at least four days to organize such permission.

63. QUALITY CONTROL

- The contractor is obliged to work closely with WTL act within its authority and abide by directive issued by them on implementation activities.
- The contractor will abide by the safety measures and free WTL from all demands or responsibilities arising from accident/loss of life, the cause of which is due to their negligence. The bidder will pay all indemnities arising from such incidents and will not hold WTL responsible.
- The contractor will treat as confidential all data and information about the system, obtained in the execution of its responsibilities in strict confidence and will not reveal such information to any party without the prior written approval of WTL.
- WTL reserves the right to inspect all phases of contractor's operation to ensure conformity to the specifications. WTL shall have engineers, inspectors or other duly authorized representatives made known to the contractor, present during the progress of the work and such representatives shall have free access to the work at all times. The presence or absence of representatives of WTL does not relieve the contractor of the responsibility for quality control in all phases.
- The Court of Kolkata only will have the jurisdiction to deal with and decide any legal matters or dispute whatsoever arising out of the contract.

64. SERVICE LEVEL SUPPORT - MATRIX

Purpose

The purpose of this Service Level Agreement (hereinafter referred to as SLA) is to clarify define the levels of service which shall be provided by the implementation Agency to the Client for duration of this project.

#	Measurement	Definition	Target	Penalty
1.	Delay in any of the project milestones	Measured as the difference between the planned date for the milestone and the actual date of its completion	<=5 days	No Penalty
			>5 day & <=10 days	0.1% of the contract value
			>10 days & <=20 days	0.2% of the contract value
			>15 days & <=30 days	0.3 % of the contract value For each additional week

WEBEL TECHNOLOGY LIMITED

				after 30 days, additional penalty of 0.3% shall be levied
2.	Delay in overall GO-Live date	Measured as the difference between the planned date of the Go-live and the actual Go-Live of the system shall mean that all users are able to use application to the satisfaction of the Client and confirming to the application response time parameters as defined in this document	<=10 days	No Penalty
			>10 day & <=20 days	0.1% of the contract value
			>20 days & <=25 days	0.2% of the contract value
			>25 days & <=30 days	0.5 % of the contract value
			>30 days	For each additional day after 30 days, additional penalty of 0.1% shall be levied

NOTES:

1. The maximum penalty due to delay in performance during implementation Phase will be 10% of the milestone value.
2. Information Ownership
All information processed, stored or transmitted by service provider be longs to the Client. The service provider understands that civil, criminal, or administrative penalties may apply for failure to protect information appropriately.
3. Publicity
Any Publicity by the service provider in which the name of the Service Recipient Body is to be used be done only with the explicit written permission of the Service Recipient Body.
4. Privacy & Security Safeguards
The Service provider shall not publish or disclose in any manner, without the Clients prior written consent, the details of any security safeguards designed, developed, or implemented by the service provider under this contract or existing at any this authority. The service provider shall develop procedures plans to ensure that IT resources leaving the control of the assigned user (such as being reassigned, removed or repair, replaced, or upgraded) are cleared of all Client's data and sensitive application software. The service provider shall also ensure that all subcontract or who are involvement providing such security safe guards or part of it shall not publish or disclose in any manner, without the Service Recipient Body's prior written consent, the details of any security safeguards designed, developed, or implemented by the service provider under this contract.
5. Non-Disclosure Information
Without the Service Recipient Body's prior written consent, disclose any specification, Software Requirement Specification (SRS), drawing, design sample or information furnished by or on behalf of the Service Recipient Body in connection therewith, to any person other than a person employed by the IA in the performance of the assigned to them.

65. GENERAL TERMS

- a) All the pages of the bid document including documents submitted therein must be duly signed and stamped failing which the offer shall be liable to be rejected.
- b) All the documents to be submitted by the bidder along with their offer should be duly authenticated by the person signing the offer and if at any point of time during procurement process or subsequently it is detected that documents submitted are forged/tampered/manipulated in any way, the total responsibility lies with the bidder and WTL reserves the full right to take action as may be deemed fit including rejection of the offer and such case is to be kept recorded for any future dealing with them.
- c) No Technical/Commercial clarification will be entertained after opening of the tender.
- d) Overwriting and erasures may make the tender liable for rejection if each of such overwriting/erasures/manuscript is not only signed by the authorized signatory of the

WEBEL TECHNOLOGY LIMITED

bidder. All overwriting should be separately written and signed by the authorized signatory of the bidder.

- e) Quantity mentioned in the tender document is indicative only and orders shall be placed subject to actual requirement. WTL reserve the right to increase or decrease the quantity specified in the tender.
- f) WTL reserve the right to reject or accept or withdraw the tender in full or part as the case may be without assigning the reasons thereof. No dispute of any kind can be raised the right of buyer in any court of law or elsewhere.
- g) WTL reserve the right to ask for clarification in the bid documents submitted by the bidder. Documents may be taken if decided by the committee.
- h) No dispute by the bidders in regard to Technical/Commercial points will be entertained by WTL and decision taken by the Tender Committee will be final.
- i) Discrepancy in the amount quoted by the bidder due to calculation mistake, the unit rate shall be regarded as firm and the totaling or carry in the amount quoted by the bidder shall be corrected accordingly.
- j) The price offers shall remain firm within the currency of contract and no escalation of price will be allowed.
- k) The acceptance of the tender will rest with the accepting authority who is not bound to accept the lowest or any tender and reserves the right to reject in part or in full any or all tender(s) received and to split up the work among participants without assigning any reason thereof.
- l) The HC/WTL at its discretion may extend the deadline for the submission of Bids.
- m) The Court of Kolkata only will have the jurisdiction to deal with and decide any legal matters or dispute whatsoever arising out of the contract.

WEBEL TECHNOLOGY LIMITED

SECTION – E

BID FORM

(Bidders are requested to furnish the Bid Form in the Format given in this section, filling the entire Blank and to be submitted on Letter Head in original)

To

Webel Technology Limited
Plot – 5, Block – BP,
Sector - V,
Salt Lake City,
Kolkata – 700091.

Sub: Design, Development, Documentation, Data Migration Financial Health Management System for Sangha Samabay Samity and Hosting it in the WBSDC or MeitY approved cloud.

Dear Sir,

1. We the undersigned bidder/(s), having read and examined in details the specifications and other documents of the subject tender no. WTL/SRLM/DDDM/25-26/022 dated 01.09.2025, do hereby propose to execute the job as per scope of work as set forth in your Bid documents.
2. The prices of all items stated in the bid are firm during the entire period of job irrespective of date of completion and not subject to any price adjusted as per in line with the bidding documents. All prices and other terms & conditions of this proposal are valid for a period of 180 (one hundred eighty) days from the date of opening of bid. We further declare that prices stated in our proposal are in accordance with your bidding.
3. We confirm that our bid prices include all other taxes and duties and levies applicable on bought out components, materials, equipments and other items and confirm that any such taxes, duties and levies additionally payable shall be to our account.
4. Earnest Money Deposit & Tender Fee: We have transferred EMD amount & Tender Fee online through e-Tender portal.
5. We declare that items shall be executed strictly in accordance with the specifications and documents irrespective of whatever has been stated to the contrary anywhere else in our proposal. Further, we agree that additional conditions, deviations, if any, found in the proposal documents other than those stated in our deviation schedule, save that pertaining to any rebates offered shall not be given effect to.
6. If this proposal is accepted by you, we agree to provide services and complete the entire work, in accordance with schedule indicated in the proposal. We fully understand that the work completion schedule stipulated in the proposal is the essence of the job, if awarded.
7. We further agree that if our proposal is accepted, we shall provide a Performance Bank Guarantee of the value equivalent to ten percent (10%) of the Order value as stipulated in Financial Bid (BOQ).
8. We agree that WTL reserves the right to accept in full/part or reject any or all the bids received or split order within successful bidders without any explanation to bidders and his decision on the subject will be final and binding on Bidder.

Thanking you, we remain,

WEBEL TECHNOLOGY LIMITED

Yours faithfully

.....
Signature

.....
Name in full

.....
Designation

Signature & Authorized Verified by

.....
Signature

.....
Name in full

.....
Designation

.....
Company Stamp

Dated, thisday of2025

WEBEL TECHNOLOGY LIMITED

SECTION – F

TECHNO COMMERCIALEVALUATION &AWARDING OF CONTRACT

1. EVALUATION PROCEDURE

- The Eligibility Criteria (Section - D) will be evaluated by Tender Committee and those qualify will be considered for further evaluation.
- The Tender Committee would evaluate the Techno Commercial Evaluation. In order to facilitate the evaluation, the marking scheme presented is an indication of the relative importance of the evaluation. Bidders securing a minimum of 70% marks in the Techno Commercial Evaluation for qualifying technical evaluation.
- Bidders after qualifying in Techno Commercial Evaluation will only be considers for Financial Bid Evaluation.

2. EVALUATION CRITERIA

Techno Commercial Evaluation

The evaluation methodology would take into consideration both the Techno Commercial responsiveness as well as the financial response. During the evaluation process, the evaluation committee will assign each desirable/preferred feature a whole number score for the Techno Commercial Bid as defined in the table below

#	Criteria	Marks
1	Relevant Experience of the bidder must have successfully completed / currently implementing the following numbers of projects of Software development, Implementation and support engagement(s) in any Govt. (Central and/or Indian State) or PSU Govt. (Central/state or PSUs/ Private Institutions- 03 projects: 5 marks 05projects - 10 projects 10 projects or above: 25 marks	25 marks
2	Bidder should have experience of completed financial Health Management/Disbursement Management/Fund Flow Management implementing design, development, and implementation project in any Govt. (Central and/or any State Govt.) or SPSU/CPSU 01 projects: 10 marks 2 or more projects = 20 marks	20 marks
3	Average Annual Turnover of Bidder > = 3Cr. < 5 Cr.: 3marks > 5 Cr. <= 6 Cr.: 5marks > 6 Cr.: 10marks	10 Marks
4	Understanding of the project requirements of through followings Overall understanding of requirement explaining how the proposed solution would meet the requirement clearly specifying split between standard vs. custom development. Solution & Proposed Architecture for including product and software selection criteria, integration mechanism and MIS. Project Management Plan, Work Plan USP of proposal in-terms of followings Implementation methodology, change management, Proposed automation Timelines & Release Strategy Project Risk Identification and Mitigation Strategies Relevant Experience	30 marks
5	Bidder have ISO 20000:1:2018: 10 Marks Bidder have ISO 20000:1:2018 + CMMi Level3 certification: 15 marks	15 Marks

All claims to be supported by relevant documents / certificates. Onus of substantiating claims lies with the bidder.

WEBEL TECHNOLOGY LIMITED

Bidder should clearly mention the page no or identification mark for contents of the document. The document submitted should mention all their respective submission as per RFP with proper page no. or identification marking

3. FINAL EVALUATION

Financial bid of the qualified bidders shall be downloaded on the scheduled date & time in the presence of the Tender Committee. Final evaluation will be done among the short listed bidders in accordance with Quality & Cost and will involve both Techno Commercial & Financial Evaluation with the following weight-age.

A	Techno Commercial Evaluation	70%
B	Financial Evaluation	30%

Commercial Bid Score (BS) will be calculated for each responsive bid using the following formula which permits a comprehensive assessment of the bid price and techno commercial merits of each bid.

$$BS = \frac{TC}{TTC} \times 0.70 + \frac{LBP}{BP} \times 0.30$$

Where

BS	-	Evaluated Bid Score
BP	-	Amount of Bid Price of bidder
LBP	-	Lowest Amount of Bid Price of bidder
TC	-	Techno Commercial Score awarded to bidder
TTC	-	Total Techno Commercial Score (100 marks in this case)

The bid with the highest Evaluated Bid Score (BS) among the responsive bids shall be most responsive bid.

4. AWARDING OF CONTRACT

An affirmative Post Qualification determination will be prerequisite for award of the contract to the lowest quoted bidder. A negative determination will result in rejection of bidder's bid, in which event the WTL will proceed to the next lowest evaluated bidder to make a similar determination of that bidder's capability to perform satisfactorily. The successful bidder (s) will have to give security deposit in the form of Performance Bank Guarantee.

5. POST QUALIFICATION

The determination will evaluate the Bidder's financial, technical, design, integration, customization, production, management and support capabilities and will be based on an examination of the documentary evidence of the Bidder's qualification, as well as other information WTL deems necessary and appropriate. This determination may include visits or interviews with the Bidder's client's reference in its bid, site inspection, and any other measures. At the time of post-qualification, Directorate of es may also carry out tests to determine that the performance or functionality of the Information System offered meets those stated in the detailed Technical Specification.

6. PRESENTATION

The presentation to given in front of the Tender Committee. The date, time and venue of the presentation for the qualified bidders will be intimated in due course.

WEBEL TECHNOLOGY LIMITED

SECTION – G

GUIDANCE FOR E-TENDERING

Instructions / Guidelines for electronic submission of the tenders have been annexed for assisting the Bidders to participate in e-Tendering.

1. **Registration of Bidder:**

Any Bidder willing to take part in the process of e-Tendering will have to be enrolled & registered with the Government e-Procurement System through logging on to **<https://wbtenders.gov.in>**. The Bidder is to click on the link for e-Tendering site as given on the web portal.

2. **Digital Signature Certificate (DSC):**

Each Bidder is required to obtain a Class-II or Class-III Digital Signature Certificate (DSC) for submission of tenders from the approved service provider of the National Informatics Centre (NIC) on payment of requisite amount. Details are available at the Web Site stated above. DSC is given as a USB e-Token.

3. The Bidder can search & download N.I.T. & BOQ electronically from computer once he logs on to the website mentioned above using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.

4. **Participation in more than one work:**

A prospective bidder shall be allowed to participate in the job either in the capacity of individual or as a partner of a firm. If, found to be applied severally in a single job all the applications will be rejected.

5. **Submission of Tenders:**

Tenders are to be submitted through online to the website stated above in two folders at a time, one in Techno Commercial Proposal & the other is Financial Proposal before the prescribed date & time using the Digital Signature Certificate (DSC). The documents are to be uploaded virus scanned copy duly Digitally Signed. The documents will get encrypted (transformed into non readable formats)

The proposal should contain scanned copies of the following in two covers (folders).

Techno Commercial Cover:

Technical Document1

1. Bid Form as per format (Section – E)
2. Other documents, if any

Technical Document2

1. N I T Declaration duly stamped & signed in bidder's letter head, Section – P
2. Other documents, if any

Financial Cover:

BOQ (Bill of Quantity) will be downloaded and same will be uploaded with quoted rates. While uploading BOQ file name shall remain unchanged. Absence of this document shall lead to summary rejection of the bid.

WEBEL TECHNOLOGY LIMITED

NON-STATUTARY COVER (MY SPACE) CONTAIN FOLLOWING DOCUMENT:
(In each folder, scanned copy will be uploaded with single file having multiple pages)

Sl. No.	Category Name	Sub Category Name	Sub Category Description
A	CERTIFICATES	A1. CERTIFICATES	- GST Registration Number - PAN - Document as per Section – B
B	COMPANY DETAILS	B1. COMPANY DETAILS 1	- Document as per Section – B - Declaration as per Section – B
		B2. COMPANY DETAILS 2	- Company Profile (Not more than 3 pages) - ISO Certificate as per Section –B
C	CREDENTIAL	CREDENTIAL 1	Order copies as per Section – B
		CREDENTIAL 2	- Product brochure - Other documents, if any
D	DECLARATION	DECLARATION 1	- List of Clients as per format (Section –M) - Financial Capability of Bidder as per format (Section – J)
		DECLARATION 2	- Document as per Section – B - Other documents, if any
		DECLARATION 3	- Bidder's Details as per format (Section – K) - Document of Section - F
		DECLARATION 4	Details of Order as per format (Section – I)
		DECLARATION 5	Declaration as per Section – B
F	FINANCIAL INFO	P/L & BALANCE SHEET 2022-2023	P/L & BALANCE SHEET 2022-2023
		P/L & BALANCE SHEET 2023-2024	P/L & BALANCE SHEET 2023-2024
		P/L & BALANCE SHEET 2024-2025	P/L & BALANCE SHEET 2024-2025

WEBEL TECHNOLOGY LIMITED

SECTION – H

BILL OF MATERIAL

BOM			
SL No	Item	UOM	Qty
1	Cloud Based Financial Health Management System	LS	1
2	Annual Technical Support – 365 days Post Go-Live	LS	1
3	Implementation of the Application at each Sangha	No	5
4	Change Request for any effort exceeding 5(five) man-days of effort (Cost Average per man day)	Man-Day	1
5	MeitY approved cloud (AWS/Azure) configuration (one time)	LS	1
6	Monthly Subscription cost of the cloud infra provisioned	Month	12
7	Monthly Managed Service cost of the cloud infra provisioned	Month	12

Note:

1. Bidder(s) are strictly advised not to quote any commercial in SECTION – H.

This is an indicative BoM only and price should be quoted in financial bid as per e-Tender guidelines.

Any increase in quantity may take place at the basic rate offered by the selected bidder.

WEBEL TECHNOLOGY LIMITED

SECTION – I

DETAILS OF ORDER EXECUTED BY BIDDER

(Tender No. WTL/SRLM/DDDM/25-26/022 dated 01.09.2025)

Sl. No.	Order No.	Order Date	Order Value	Brief description of items and job details	Completed (Yes/NO)	Name of the Customer	Contact details of the Customer

Authorized Signatory (Signature In full): _____

Name and title of Signatory: _____

Stamp of the Company: _____

- a. Type of Project shall indicate the implementation of services.
- b. Scope of work shall indicate what type of portal development it is/was.
- c. Submit Customer Order Copy details of the order indicating the project value, customer contact details, project completion certificate/ customer satisfaction certificate/Live URL etc. All order need to be certified which, if need be verified with the head of the end customer without any intimation to the bidder.

WEBEL TECHNOLOGY LIMITED

SECTION – I

FINANCIAL CAPABILITY OF BIDDER

(Tender No. WTL/SRLM/DDDM/25-26/022 dated 01.09.2025)

FINANCIAL INFORMATION

Sl. No.	Name of the Bidder	Turnover (Rs. / Crores)		
		2022-23	2023-24	2024-25
1				

Authorized Signatory (Signature In full): _____

Name and title of Signatory: _____

Stamp of the Company: _____

WEBEL TECHNOLOGY LIMITED

SECTION – K

BIDDERS'S DETAILS

(Tender No. WTL/SRLM/DDDM/25-26/022 dated 01.09.2025)

1	Name of the Firm	
2	Registered Office Address	
	Contact Number	
	Fax Number	
	E-mail	
3	Correspondence / Contact address	
	Name & Designation of Contact person	
	Address	
	Contact Number	
	Fax Number	
	E-mail	
4	Is the firm a registered company? If yes, submit documentary proof	
	Year and Place of the establishment of the company	
6	Former name of the company, if any	
7	Is the firm - a Government/ Public Sector Undertaking - a propriety firms - a partnership firm (if yes, give partnership deed) - a limited company or limited corporation - a member of a group of companies, (if yes, give name and address and description of other companies) - a subsidiary of a large corporation (if yes give the name and address of the parent organization). If the company is subsidiary, state what involvement if any, will the parent company have in the project.	
8	Is the firm registered with Sales Tax department? If yes, submit valid GST Registration certificate.	
9	Is the firm registered for Service Tax with Central Excise Department (Service Tax Cell)? If yes, submit valid Service Tax registration certificate.	
10	Total number of employees. Attach the organizational chart showing the structure of the organization.	
11	Are you registered with any Government/ Department/ Public Sector Undertaking (if yes, give details)	
12	How many years has your organization been in business under your present name? What were your fields when you established your organization	
13	What type best describes your firm? (Purchaser reserves the right to verify the claims if necessary) - Manufacturer - Supplier - System Integrator - Consultant - Service Provider (Pl. specify details) - Software Development - Total Solution provider (Design, Supply, Integration, O&M) - IT Company	
14	Number of Offices in district headquarters in West Bengal	
15	Is your organization having ISO 9001:2015 certificates?	
16	List the major clients with whom your organization has been / is currently associated.	
17	Have you in any capacity not completed any work awarded to you? (If so, give the name of project and reason for not completing the work)	
18	Have you ever been denied tendering facilities by any	

WEBEL TECHNOLOGY LIMITED

	Government / Department / Public sector Undertaking? (Give details)	
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Authorized Signatory (Signature In full): _____

Name and title of Signatory: _____

Company Rubber Stamp: _____

WEBEL TECHNOLOGY LIMITED

SECTION – L

PRE-BID MEETING QUERY

(Tender No. WTL/SRLM/DDDM/25-26/022 dated 01.09.2025)

Name of the Bidder:

Queries

Sl. No.	Section No.	Clause No.	Page No.	Queries

Note: The filled form to be submitted in XLS or PDF Format. There is a cut off date for receiving of queries before Pre Bid Meeting. Queries received after the cutoff period will not be accepted. The Purchaser reserves the right to respond all queries over e-mail.

Authorized Signatory (Signature In full): _____

Name and title of Signatory: _____

Company Rubber Stamp: _____

WEBEL TECHNOLOGY LIMITED

SECTION – M

LIST OF CLIENTS OF SIMILAR ORDERS

(Tender No. WTL/SRLM/DDDM/25-26/022 dated 01.09.2025)

Sl. No.	Name of the Client	Address	Contact Person	Designation	Contact Numbers

Authorized Signatory (Signature In full): _____

Name and title of Signatory: _____

Company Rubber Stamp: _____

WEBEL TECHNOLOGY LIMITED

SECTION – N

PROFORMA FOR PERFORMANCE BANK GUARANTEE

(On non-judicial stamp paper of appropriate value to be purchased in the name of executing Bank)

PROFORMA OF BANK GUARANTEE FOR SECURITY DEPOSIT –CUM-PRFORMANCE GUARANTEE

Ref Bank Guarantee no.....

Date.....

PROFORMA OF BG FOR SECURITY DEPOSIT

KNOW ALL MEN BY THESE PRESENTS that in consideration of WEBEL TECHNOLOGY LIMITED, a Government of West Bengal Undertaking incorporated under the Companies Act, 1956 having its Registered office at Plot - 5, Block BP, Sector V, Kolkata-700 091 (hereinafter called "The Purchaser") having agreed to accept from _____ (hereinafter called "The Contractor") Having its Head Office at _____, a Bank guarantee for Rs. _____ in lieu of Cash Security Deposit for the due fulfillment by the Contractor of the terms & conditions of the Work Order No. _____ dated _____ issued by the Purchaser for _____ (hereinafter called "the said work order _____ dated _____"). We _____ (Name & detailed address of the branch) (hereinafter called "the Guarantor") do hereby undertake to indemnify and keep indemnified the Purchaser to the extent of Rs. _____ (Rupees _____) only against any loss or damage caused to or suffered by the Purchaser by reason of any breach by the Contractor of any of the terms and conditions contained in the said Work Order No. _____ dated _____ of which breach the opinion of the Purchaser shall be final and conclusive.

(2) AND WE, _____ DO HEREBY Guarantee and undertake to pay forthwith on demand to the Purchaser such sum not exceeding the said sum of _____ Rupees _____) only as may be specified in such demand, in the event of the Contractor failing or neglecting to execute fully efficiently and satisfactorily the order for _____ Work Order no. , dated _____

(3) WE _____ further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said order as laid down in the said Work Order No. _____ dated _____ including the warranty obligations and that it shall continue to be enforceable till all the dues of the Purchaser under or by virtue of the said Work Order No. _____ dated _____ have been fully paid and its claims satisfied or is charged or till the Purchaser or its authorized representative certified that the terms and conditions of the said Work Order No. _____ dated _____ have been fully and properly carried out by the said contractor and accordingly discharged the guarantee.

(4) We _____ the Guarantor undertake to extend the validity of Bank Guarantee at the request of the contractor for further period of periods from time to time beyond its present validity period failing which we shall pay the Purchaser the amount of Guarantee.

(5) The liability under the Guarantee is restricted to Rs. _____ (Rupees _____) only and will expire on _____ and unless a claim in writing is presented to us or an action or suit to enforce the claim is filled against us within 6 months from _____ all your rights will be forfeited and we shall be relieved of and discharged from all our liabilities (thereinafter)

(6) The Guarantee herein contained shall not be determined or affected by liquidation or winding up or insolvency or closer of the Contractor.

(7) The executants has the power to issue this guarantee on behalf of Guarantor and holds full and valid power of Attorney granted in his favour by the Guarantor authorizing him to execute the Guarantee.

(8) Notwithstanding anything contained herein above, our liability under this guarantee is restricted to Rs.

WEBEL TECHNOLOGY LIMITED

_____ (Rupees _____) only and our guarantee shall remain in force up to _____ and unless a demand or claim under the guarantee is made on us in writing on or before _____ all your rights under the guarantee shall be forfeited and we shall be relieved and discharged from all liabilities there under.

WE, _____ lastly undertake not to revoke this guarantee during the currency except with the previous consent of the Purchaser in writing. In witness whereof we _____ have set and subscribed our hand on this _____ day of _____.

SIGNED, SEALED AND DELIVERED

(Stamp of the executants)

WITNESS

1) _____

2) _____

(Name & address in full with Rubber Stamp)

WEBEL TECHNOLOGY LIMITED

INSTRUCTIONS FOR FURNISHING BANK GUARANTEE

1. Bank Guarantee (B.G.) for Advance payment, Mobilization Advance, B.G. for security Deposit-cum-Performance Guarantee, Earnest Money should be executed on the Non- Judicial Stamp paper of the applicable value and to be purchased in the name of the Bank.
2. The Executor (Bank authorities) may mention the Power of Attorney No. and date of execution in his/her favour with authorization to sign the documents. The Power of Attorney is to be witnessed by two persons mentioning their full name and address.
3. The B.G. should be executed by a Bank / Scheduled Commercial Bank preferably on a branch located in Kolkata. B.G. from Co-operative Bank / Rural Banks is not acceptable.
4. A Confirmation Letter of the concerned Bank must be furnished as a proof of genuineness of the Guarantee issued by them.
5. Any B.G. if executed on Non-Judicial Stamp paper after 6 (six) months of the purchase of such stamp shall be treated as non-valid.
6. Each page of the B.G. must bear signature and seal of the Bank and B.G. Number.
7. The content of the B.G. shall be strictly as Proforma prescribed by WTL in line with Purchase Order /LOI/ Work Order etc. and must contain all factual details.
8. Any correction, deletion etc. in the B.G. should be authenticated by the Bank Officials signing the B.G.
9. In case of extension of a Contract the validity of the B.G. must be extended accordingly.
10. B.G. must be furnished within the stipulated period as mentioned in Purchase Order / LOI / Work Order etc.
11. Issuing Bank / The Bidder are requested to mention the Purchase Order / Contract / Work Order reference along with the B.G. No. For making any future queries to WTL.

WEBEL TECHNOLOGY LIMITED

SECTION – O

NIT DECLARATION FOR BIDDER

(Bidders are requested to furnish the Format given in this section, filling the entire Blank and to be submitted on Bidder's Letter Head)

To
Webel Technology Limited
Plot-5, Block-BP, Sector-V,
Salt Lake City,
Kolkata-700091.

Sub: Design, Development, Documentation, Data Migration Financial Health Management System for Sangha Samabay Samity and Hosting it in MeitY approved cloud.

Dear Sir,

We the undersigned bidder/(s) declare that we have read and examined in details the specifications and other documents of the subject Tender No. WTL/SRLM/DDDM/25-26/022 dated 01.09.2025 for Design, Development, Documentation, Data Migration Financial Health Management System for Sangha Samabay Samity and Hosting it in MeitY approved cloud published by Webel Technology Limited in e-Tender website.

We further declare that we have agreed and accepted all the clauses / sub-clauses / formats / terms & conditions other requirements related to the said tender and we will abide by the same as mentioned in the tender document while participating and executing the said tender.

Thanking you, we remain

Yours faithfully

.....
Signature

.....
Name in full

.....
Designation

.....
Company Stamp

Dated, this.....day of.....2025

WEBEL TECHNOLOGY LIMITED

SECTION – P

COMPLIANCE DOCUMENTS OF ELIGIBILITY CRITERIA

(Tender No. WTL/SRLM/DDDM/25-26/022 dated 01.09.2025)

SL NO	Eligibility Criteria	Compliance (Yes / No)	Documents Attached at Page No of Technical Bid
1	The bidder must be a company registered under Companies Act, 1956/2013 or Partnership or LLP or OPC or Proprietary Firm at least seven plus years. Documentary evidence to be submitted.		
2	Bidders must have a registered office in West Bengal at least ten (10) years as on March 31, 2025. Valid proof should be submitted along with the bid.		
3	The bidder should have valid GST Registration Number & PAN. The bidder shall have to submit photocopies of the documents.		
4	The Bidder must have successfully completed/ Ongoing similar projects of cumulative contract value of not less than 3 crores during the last 3 financial years under Government Department/ Bodies/ PSU's & at least 1 project among the projects should be of Panchayat and Rural Development of Government of West Bengal. Order copy/ valid SLA document with Completion Certificate/ Payment Certificate/Live URL to be submitted/shared.		
5	The Bidder must have successfully deployed a portal in any Govt./ Semi Govt. portal with more than 1000 users in last three financial years. To be supported by Customer Order copy/ valid SLA document with Customer testimonials.		
6	The bidder having credentials in deployment of any similar Solutions of Financial Transactions and Fund Disbursement Management in last five years. Order copy/ valid SLA document with Completion Certificate/ Payment Certificate/Live URL to be submitted/shared.		
7	The bidder should have an average annual turnover of not less than Rs.5.00 crore in the last three financial years (considering FY –2022-23, 2023-24, 2024-25). Bidder shall have to submit Audited Balance Sheet / Audited Accounts / Auditor Certificate in support of their claim.		
8	The Bidder should have positive net worth in the financial year (2024-25). Certification in Auditor's / CA's Letterhead with UDIN.		
9	The bidder shall have Quality Certificate (ISO 9001:2015) & (27001:2022). Copy of valid Certificate to be submitted and validity should remain up to completion of job.		
10	The bidder shall not have been blacklisted by any State/Central Government or PSU Organization or bilateral/multilateral funding agencies for breach of ethical conduct or fraudulent practices as on date of submission of the proposal. Declaration on bidder's letter head to be submitted.		
11	The bidder shall submit Bid Form (Section – E) duly signed by the authorized signatory of the company as per the format enclosed. Deviation in format may not be accepted.		
12	The bidder shall submit NIT Declaration for Bidder (Section – O) duly signed by the authorized signatory of the company as per the format enclosed. Deviation in format may not be accepted.		

Authorized Signatory (Signature In full): _____

Name and title of Signatory: _____

Company Rubber Stamp: _____