



VIJAYAWADA MUNICIPAL CORPORATION

**Request for Proposal for Mobile and Cloud Application to
Monitor and Manage Works on Field.
Software as a service license basis**

Office Address:
Municipal Corporation,
Jawaharlal Nehru Buildings,
Canal Road, VIJAYAWADA,
ANDHRA PRADESH. 520 001.

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VIJAYAWADA MUNICIPAL CORPORATION (VMC)
NIT FOR EXPRESSION OF INTEREST(EOI) FOR IMPLEMENTATION OF CLOUD
AND MOBILE BASED GOVERNMENT PROJECT MONITORING SYSTEM (GPMS)
MODULE IN VMC

Rc. E9-15698/2016

Dt.13-12-2016

Sealed tenders are invited in two cover system from the experienced reputed firms/Consultancies having experience in Implementation of Government Project Monitoring system module in Vijayawada Municipal Corporation. Mobile and cloud application to monitor and manage works on field. Software as a service license basis. Interested Firms/Consultancies may obtain tender schedule from the office of the Chief Engineer, Vijayawada Municipal Corporation, Jawaharlal Nehru Buildings, Vijayawada on submission of D.D. for Rs.10,000/- drawn in any nationalized bank in favour of the Commissioner, VMC payable at Vijayawada and D.D. for Rs.1500/- drawn in favour of Commercial tax Officer, Vijayawada. The RFP can also be downloaded from the VMC web site i.e., <https://www.ourvmc.org/engg/gentenders.asp> and payment of Rs.10,000/- & Rs.1500/- can be made through DDs while submission of RFP.

- | | | |
|---|-----|---------------------------|
| • Last date for submission of application | ... | 30-12-2016 |
| • Issue of Tender Documents | ... | 16-12-2016 to 30-12-2016 |
| • Submission of Tender Documents | ... | 31-12-2016 up to 3.00 P.M |
| • Opening of tenders | ... | 31-12-2016 at 3.30 P.M. |

If the office happens to be closed in the date of receipt of the tenders as specified, the tenders will be received and opened on the next working day at the same time and venue.

The Commissioner, VMC has right to reject, cancel any or all the tenders without assigning any reasons thereof.

For any other information contact Chief Engineer, VMC cell: 9963995283.

Or

Urban Infrastructure Engineer - 9866897639

Invitation for Proposal

Vijayawada Municipal Corporation invites commercially competitive and complete proposal from reputed vendors for supply of Mobile application and Web cloud to prepare estimates, detailed abstracts, tenders, milestones, work orders, agreements, measurement books, inspections, billing and receipts, monitor and manage works progress from the field level. Suitable for Andhra Pradesh Government (ERP) Module. The application should be license based software as a service model, free to use at any circle as mentioned in Section 3. You are requested to submit your proposal as per the format given:

- ❖ **Section 1:** Prequalification/Eligibility Criteria for vendors
- ❖ **Section 2:** General Terms and Conditions
- ❖ **Section 3:** License Requirement
- ❖ **Section 4:** Proposal Format

Your sealed proposal should be complete in all respects should reach Vijayawada Municipal Corporation on or before **December, 31st 2016 till 3.00 PM** addressed to:

The Chief Engineer,
Municipal Corporation,
Jawaharlal Nehru Buildings,
Canal Rd, Vijayawada,
Andhra Pradesh - 520 001

Information on important dates and time related to this RFP is given below:

Sr.	Description	Date	Time
1	Issue of Tender Documents	16-12-2016	
2	RFP clarifications/queries are required to be sent on email to at ourvmc@yahoo.com	23-12-2016	11:00 AM
3	Submission of Tender Documents	31-12-2016	3:00 PM
4	Opening of tenders	31-12-2016	3.30 PM
5	Time period	6 Months	

Proposals received after the due date and time specified will not be accepted.

1:Prequalification /Eligibility Criteria for Vendors

The vendors must possess the expertise/knowledge in understanding Andhra Pradesh Municipal Administration works and must have worked with at least two Andhra Pradesh Municipal Administration departments or corporations from other states earlier. The proposal must be complete in all respects. The invitation is open to vendors who qualify the eligibility criteria as given below:

S/N	Description	Supporting Credentials
1	The vendor should be a firm or company duly registered with competent authorities.	Supporting documents for registration should be enclosed
2	The vendor should have worked with any Municipal Corporation / Municipality / Nagarapalika in AP or any other states in the past on software as a service model.	A valid certificate/agreement copy should be enclosed.
3	The vendor should be an ISO 27001:2013 Certified organization.	A valid certificate/agreement copy should be enclosed
4	Annual Turnover of the firm for the last 5 years issued by the chartered accountant.	Supporting documents should be enclosed
5	Experience in similar nature of work for the last 4 years.	Supporting documents should be enclosed
6	Latest Income Tax clearance certificate and PAN card copy.	Supporting documents should be enclosed
7	VAT registration	Supporting documents should be enclosed

2: General Terms & Conditions

2.1 Proposal details:

Detailed literature on the items offered should be furnished. Important features of the same should be explained.

2.2 Proposal Rejection:

- VIJAYAWADA MUNICIPAL CORPORATION reserves the rights to reject the proposals which are incomplete and / or received after the due date.
- VIJAYAWADA MUNICIPAL CORPORATION shall not be responsible for non-receipt of proposals by the specified date and time for any reason, including postal holidays or delays.
- VIJAYAWADA MUNICIPAL CORPORATION reserve the right to accept or reject any proposal in full or part, and to suspend this process and reject all quotations or part at any time prior to the award of contract, without thereby incurring any liability to the affected vendors on the grounds of the purchaser's inaction.
- VIJAYAWADA MUNICIPAL CORPORATION reserves the rights to reject the proposals if it finds that any unfair business practices being resorted to by the bidders.

2.3 Prices and Validity of Proposal:

You are requested to offer your best prices. The proposal against this RFP should be valid till

90 days from the last date of submission.

2.4 Cost Details and Validity:

The quoted Rate / Cost should be inclusive of all levies/ taxes if any. The prices must be submitted in the format prescribed in the RFP.

2.5 Delivery:

The contracted vendor shall ensure to deliver the electronic or paper licenses within **five weeks** from the date of award of contract [issue of PO].

2.6 Payment Terms:

No payment for one time Installation setup cost. Payment will be made based on the user registration.

Vendors are requested to ensure that, the invoices issued for payment shall comply with the following requirements:

- Invoice should be serially numbered, duly signed (if the invoice is computer system generated, and then it should specifically mention that "The invoice is computer generated and requires no signature").
- Invoice should contain PO (Purchase Order) reference number.
- Invoice should contain the Name, Address, PAN Number.
- Invoice should contain the Name and Address of the recipient i.e. The Vijayawada Municipal Corporation(short forms like VIJAYAWADA MUNICIPAL CORPORATION are not acceptable)
- The amount in figures should match the amount in words.

2.7 Liquidated damages:

In case Vendor is not able to deliver the licenses as per terms of delivery, Vendor shall pay, at VIJAYAWADA MUNICIPAL CORPORATION discretion, liquidated damages at the rate of 0.1% of the order value per day. However, this amount shall not exceed 10% of the order value. The levy of liquidated damages shall not relieve Vendor from Vendor's obligation to supply the software licenses under this Purchase Order. In case the delay exceeds 5 weeks, VIJAYAWADA MUNICIPAL CORPORATION reserves the right to cancel the order unconditionally.

2.8 Indemnity:

The Vendor shall fully indemnify VIJAYAWADA MUNICIPAL CORPORATION against the action, claim or demand, costs and expenses arising from or incurred by reasons of any infringement or alleged infringement of any letters patent, registered design, trademark or name, copy right or any other protected rights in respect of Microsoft Product Licenses supplied.

2.9 Arbitration:

In case of any dispute or any difference between the parties arising out of or in relation to this contract including disputes or differences as to the validity of this contract or interpretation of any of the provisions of this contract, the same shall be resolved by mutual discussion. If the parties fail to settle the dispute or difference mutually, then the same shall be resolved in accordance with and subject to the provisions of the Arbitration and Conciliation Act, 1996 or any modifications or amendments thereto, or any re-enactment for the time being in force. The venue of Arbitration shall be Vijayawada and only courts at Vijayawada shall have exclusive jurisdiction in all such matters

2.10 Notices:

Any declaration or any other notice given by one party to the other shall be sent by registered letter, to the address specified for this purpose in the contract; such declaration or notice shall be legally effective. VIJAYAWADA MUNICIPAL CORPORATION's decision in respect of all or any of the above matter shall be final and binding.

2.11 Applicable Law:

The supply under this contract will be governed by and construed and interpreted in accordance with the laws of India.

2.12 Insolvency:

VIJAYAWADA MUNICIPAL CORPORATION may terminate the contract by giving written notice to without compensation, if the vendors becomes bankrupt, goes in liquidation or otherwise insolvent, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue to VIJAYAWADA MUNICIPAL CORPORATION.

2.13 Confidentiality:

The existence of the contract and/or any contents thereof shall be kept confidential and shall not be disclosed / used in any form by either party without the written consent of the other party to the contract.

2.14 Compliance with rules and regulations:

The Vendor shall at all times during the currency of contract conform to and comply with all the regulations and by the laws of the State or Central Government or of VIJAYAWADA MUNICIPAL CORPORATION and of all other local authorities

3: License Requirements

3.1. Software as a service license based Mobile App & Web Cloud licenses required (Approx)

S.N	License Description	Qty
1	Mobile application and web cloud	55
2	Setup cost for Vijayawada Municipal Corporation	1

3.2. Requirements:

- Software as a service license based Mobile App & Web Cloud should provide online estimator pre loaded with current SSR, budget heads, and function codes. Officials should be able to view prepared estimates abstracts on mobile app. Print excel file in desired tender format.
- Mobile Application and Web Cloud should provide an online option to select procurement process in minutes to record, track procurement procedure of contractors or vendors. Maintains contractor information.
- Mobile Application and Web Cloud should provide with the feature to handle emergency works effortlessly spend the money, record the work progress in stages and furnish the paperwork using the mobile application and cloud.
- Mobile Application and Web Cloud should integrate with any computerized system. Towards the billing with single click, it should provide complete reports from the inception of work to current status in sequence of reports.
- Mobile Application and Web Cloud should maintain pre-loaded QC editable questionnaires. It should have an intelligence built-in feature, considering start date, end date, Extension term dates automatically appears on mobile app of QC Professional connected to a particular work at desired intervals. The inspection mobile reports are available to engineers with QC alerts & comments.

3.2.1 General Conditions

- The Module should be suitable to Government Module (ERP) and as per Andhra Pradesh Government guide lines.
- The successful firm / Consultant should establish an office at Vijayawada for correspondence.
- The successful firm / Consultant should engage at least 3 experienced persons for guidelines the office during contract period. They shall attend Vijayawada Municipal Corporation office and guide the staff.
- The successful firm / Consultant shall conduct training class to the staff frequently as required by the department.
- The user registration will be increased / decreased based on the requirement. Payment will be made accordingly.
- If the training staff has not attended, fine will be recovered at Rs.1000/- Person /day.
- The successful tenderer should register their VAT registration in AP state.

- VAT will be recovered from the payment as per prevailing rates.
- Statutory recoveries will be made from the payments as per rules in force.
- Payment will be made only after successful implementation and demonstration of the system and duly certified by the concerned Executive Engineers of the department.
- At the end of contract, the agency has to hand over all the documentation and data back up to the department in specified format.
- The experience certificates shall be issued by the concerned Executive Engineers and counter signed by the Superintending Engineer.

**Sd/-
CHIEF ENGINEER**

Proposal Letter

(To be submitted on company's letter head)

To,
Commissioner,
Jawaharlal Nehru Buildings,
Canal Rd, Vijayawada,
Andhra Pradesh 520001

Sub: "Request for Proposal - Mobile and cloud Application to monitor and manage works on field. Software as a service license basis"

Sir,

We, the Vendor, having read and examined in detail all the RFP documents in respect of the subject work, do hereby agree to provide services as specified in the RFP documents dated **December, 2016** as under:

Price and Validity

All the prices mentioned in our RFP are in accordance with the terms as specified in the tendered documents. All the prices and other terms and conditions of this RFP are valid for a period of 90 days from the date of opening of the RFP.

We hereby confirm that our RFP prices are in accordance to clause 2.4.

We hereby agree that if any income tax, surcharge on Income Tax, Professional and any other corporate Tax is altered under the law, we shall pay the same.

Pricing

We further confirm that the prices stated in our proposal are in accordance with your Instruction to Vendor included in RFP documents

Qualifying Data

We confirm having submitted the information as required by you in your Instruction to Vendor. In case you require any other further information/ documentary proof in this regard before evaluation of our RFP, we agree to furnish the same in time to your satisfaction.

We understand that our RFP is binding on us and that you are not bound to accept a RFP you receive.

Thanking you,

Yours faithfully,

(Signature of the Vendor)

Printed Name

Designation

Seal

4:Commercial Proposal Format

(To be submitted on company letterhead)

From :

To,
The Commissioner,
Vijayawada Municipal Corporation,
Vijayawada

Sub.: Request for proposal - Mobile and cloud Application to monitor and manage works on field. Software as a service license basis.

I/We have perused the Proposal Document for subject assignment and other details and am/are willing to undertake and complete the assignments as per terms and conditions stipulated in the 'Proposal Document'.

Our price offer inclusive of all taxes including present service tax, incidentals, overheads, traveling expenses, printing and binding of reports, expenditure related to presentation to be made during the execution of the assignment, sundries, all other items involving expenditure for execution of this assignment covering is as per the below BOQ and is Inclusive of service tax at the rate of 15.00%. This offer is valid for a period of 90 days from the date of submission of proposals.

4.1 Product Licenses

S.N	License Description	Qty	Unit Price	Total
1	Mobile app and web cloud Licenses on monthly basis	55		
Total				
Grand Total				

Note:-The above rate shall include all taxes i.e., Service tax and livable Taxes as prescribed by the State / Central.

I/We also agree to accept the stage-wise and percentage-wise payments as mentioned above.

Witness's Signature _____ Name _____ Address _____	Signature _____ Name _____ Designation _____ for and on behalf of _____
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4.2 Vendor Profile Form:

Vendors should be meeting all the requisite prequalification criteria as detailed in section 1 and furnish the requisite details as per the following format:

1	Name of the Company	
2	Registered office	(Address)
3	Products / Services offered	
4	Area of expertise	
5	Skill sets & competencies	
6	Credentials / Major Clientele List	
7	Additional copies if any	
8	Contact details	
9	Have you been black listed any time by any	

4.3 Commercial Proposal

The Commercial Proposal, besides the other requirements of the RFP, shall comprise of Commercial Proposal as detailed in Section 4.1.

The vendor shall indicate in the template prescribed, the unit rates and total Proposal Prices of the licenses, it proposes to provide under the Contract. Prices should be shown separately for each item as detailed in RFP Document. In absence of said information, a proposal may be considered incomplete and be summarily rejected.

Prices quoted in the proposal must be firm and final and shall not be subject to any upward revisions. VIJAYAWADA MUNICIPAL CORPORATION reserves the right to negotiate the prices quoted in the proposal to effect downward modification. The Proposal Prices shall be indicated in Indian Rupees (INR) only.

Prices in any form or by any reason should not be revealed before opening the Commercial Proposal, failing which the offer shall be liable to be rejected.

4.4 Proposal Validity

Proposals shall remain valid for 90 days from the last date of submission. A proposal valid for a shorter period may be rejected as non-responsive. VIJAYAWADA MUNICIPAL CORPORATION reserves the right to request the Vendor to extend the validity of the proposal through official correspondences.

4.5 LIABILITY OF THE VIJAYAWADA MUNICIPAL CORPORATION :

VIJAYAWADA MUNICIPAL CORPORATION will not be liable to pay expenses or losses which may be incurred by any Vendor direct or indirect in preparing and or submitting this RFP. No responsibility will be attached to any officer of VIJAYAWADA MUNICIPAL CORPORATION for premature opening or the failure to open a RFP not properly addressed and identified.

The Vendors are required to submit the Prequalification and Commercial Proposal as per the prescribed formats. This section provides the outline, content and the formats that the Vendors are required to submit in their proposals.

4.6 Envelope Format:

- Pre-qualification Eligibility Criteria, vendor profile along with the supporting documents (1 copy) in one sealed cover super-scribing "Pre-qualification Criteria".
- Commercial Proposal (1 copy - VIJAYAWADA MUNICIPAL CORPORATION) in one sealed cover super-scribing "Commercial Proposal - VIJAYAWADA MUNICIPAL CORPORATION".

The covers containing Pre-qualification Eligibility Criteria and Commercial Proposals should be put in another single sealed envelope super-scribed "**REQUEST FOR PROPOSAL - Mobile and cloud Application to monitor and manage works on field. Software as a service license basis**".

Each copy of the RFP should be a complete document and should be bound as a volume. The document should be page numbered and appropriately flagged and must contain the list of contents with page numbers. Different copies must be bound separately. Any deficiency in the documentation may result in the rejection of the proposal.

The Vendor is expected to examine all instructions, forms, terms & conditions in the RFP Document and furnish all requisite information as stipulated herein.

4.7 Prequalification checklist:

Sr · N	Description	Document Attached (Yes/No)
1	Company Registration document	
2	Year of Incorporation Certificate	
5	Vendor Profile Form	

4.8 Deviation from RFP Terms and Conditions

Sr. No	Section	Clause No	Page No	Deviation and Variation	Remark

Note:

If any deviations are warranted, reasons for such variation should be specified.

**Sd/-
CHIEF ENGINEER**
