

**DESIGN, SUPPLY, INSTALLATION,
TESTING AND COMMISSIONING
OF
SAP ESS SYSTEM**

ESS15

FOR

PHASE-3 OF DELHI MRTS PROJECT

ESS15

VOLUME 1

NOTICE OF INVITATIONS TO TENDERER (NIT)

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NOTICE INVITING TENDER (NIT)

1. The ED/S&T/P-I, Delhi Metro Rail Corporation Ltd., Metro Bhawan, Fire Brigade Lane, Barakhamba Road, New Delhi-01, Invites sealed tenders through open tendering process up to 1500 Hrs till 02.03.2015 for the following work:

Name OF Work	Earnest Money Deposit (Rs.)
IMPLEMENTATION OF SAP ESS SYSTEM	8,72,000/-

2. The tender should be in the prescribed form, obtainable personally from the office of the ED/S&T/P-I, Delhi Metro Rail Corporation Ltd. at the above address on payment of **Rs. 21000/-** (Twenty One Thousand only) including DVAT @ 5% as tender document cost in the form of crossed demand draft drawn in the favour of **'Delhi Metro Rail Corporation Ltd.'** Payable at **'New Delhi'** or can be downloaded from <http://www.delhimetrorail.com> from **19.01.2015** to **29.01.2015**. In case of a downloaded document, the demand draft towards the cost of Tender document shall be enclosed along with the bid.
3. In no circumstances will, the amount paid for the tender form, be refundable.
4. The tender form is non-transferable.
5. The tender will be issued up to 1700 Hrs on **29.01.2015** from the office of ED/S&T/P-I at 6th Floor, B Wing, , DMRC, Metro Bhawan, Fire Brigade Lane, Barakhamba Road, New Delhi – 1 or can be downloaded from <http://www.delhimetrorail.com> . The tender will be opened on 1530 Hrs at **02.03.2015** in the office of ED/S&T/P-I at 6th Floor, DMRC, Metro Bhawan, Fire brigade Lane, Barakhamba Road, New Delhi-1.
6. The EMD should be submitted in form of crossed Demand Draft/FD/Bank Guarantee drawn in favour of **Delhi Metro Rail Corporation Ltd.** payable at **New Delhi**.
7. The tender that does not accompany EMD along with required documents will summarily be rejected.
8. Late Tender (received after due date and time of submission of bid) shall not be accepted under any circumstances.
9. The tender securities (EMD) of unsuccessful tenders shall be discharged/returned by DMRC after awarding of contract & EMD of successful bidder shall be released after the submission of Bank Guarantee.
10. The Performance Guarantee / Contract Agreement should be executed in the prescribed format provided by DMRC Ltd.
11. If due to unforeseen circumstances, the tender is not opened on the stipulated date and time, the same will be opened on the next working day on the same time, i.e. at 1530 Hrs. Corporation will not be responsible for any type of delay.
12. Completion period of the work is 32 weeks from the date of issuing of Letter of Acceptance (LOA).
- 13. QUALIFYING REQUIREMENTS AND DOCUMENTS TO BE FURNISHED**

In order to be eligible for bidding, the bidder shall meet the following qualifying criteria:

 - 13.1 The tenders for this contract will be considered only from those firms (proprietorship firms, partnerships firms, companies, corporations), who meet requisite eligibility criteria prescribed in the Annexure 4 of NIT (prequalification Criteria).
 - 13.2 Tenderer shall not have a conflict of interest. The Tenderers found to have a conflict of interest in this tender process shall be disqualified. Tenderers shall be considered to have a conflict of interest, if:
 - a. Submit more than one tender for the work.
 - b. If tenderers in two different tenders have controlling shareholders in common.
 - 13.3 The Tenderer must not have been banned for business by any central/state government department or public sector undertaking and also none of work was rescinded by DMRC after award of contract during last 5 years due to non-performance(undertaking to given on company's letter head).

13.4 No consortium or joint venture is allowed for bidding

13.5 Financial Standing (Annual Turn Over)

The tenderers must have a positive net profit in last three financial years

Notes:

Financial data for last five audited financial years has to be submitted by the tenderer in **Annexure 2 & 3A** along with audited balance sheets. The financial data in the prescribed format shall be certified by Chartered Accountant with his stamp and signature. In case audited balance sheet of the last financial year is not made available by the bidder, he has to submit an affidavit certifying that 'the balance sheet has not been audited so far'. In such a case the financial data of previous '4' audited financial years will be taken into consideration for evaluation. If audited balance sheet of any other year than the last year is not submitted, the tender will be considered as non-responsive.

13.6 Performance Certificates

The Bidder must have the performance certificate in SAP related work from at least two government organizations/ public sector units.

13.7 Following documents shall be furnished by the bidder to enable the DMRC to make an assessment as to whether or not the bidder complies with the qualifying criteria:

- a. Documents related to the qualifying criteria as per in NIT Annexure 4.
- b. Audited Balance sheet for the last five years (2009-10,2010-11,2011-12,2012-13,2013-14).
- c. Permanent Account Number (PAN/TIN) issued by Income Tax Department.
- d. Financial Data as per Annexure 2 & 3A of NIT.

13.8 DMRC reserves the right to accept or reject any of all proposals without assigning any reasons, the tenderer shall not have any cause of action or claim against the DMRC for rejection of his proposal.

13.9 The firm should have experience of having satisfactorily completed/ executed similar type of works (Turnkey/System Integration project involving supply/installation of hardware, software development/license delivery and implementation of software) as detailed in the bid document and should have successfully completed business towards implementation/support for SAP ERP during the last 5 years (2009-10,2010-11,2011-12,2012-13,2013-14) as on 31.03.2014.

One similar completed works* costing not less than Rs 7 crore

or

Two similar completed works*, each costing not less than Rs 4.4 crore

or

Three similar completed works*, each costing not less than Rs 3.5 crore

* similar completed works includes supply & installation of hardware, software development/license delivery and implementation of software

**On Behalf of DMRC Ltd.
ED/S&T/P-I**

KEY DETAILS

1.	Date of Issue of NIT	19.01.2015
2.	Cost of Tender document	Non-refundable fee of Rs 21000/- in the form of crossed demand draft from a Schedule Commercial Bank in India in favour of "Delhi Metro Rail Corporation Limited", payable at "New Delhi".
3.	Dates for Purchase of Tender document	On all working days between 09.00 Hrs and 1730 Hrs (IST) from 19.01.2015 to 29.01.2015
4.	Address for purchase of Tender document	<p>a) Office of ED/S&T/P-I, Delhi Metro Rail Corporation Limited, 4th Floor, B-Wing, Metro Bhawan, Barakhamba Road, Delhi-110001.</p> <p>b) Download from 19.01.2015 to 29.01.2015 .from http://www.delhimetrorail.com. In case of a downloaded document, the demand draft towards the cost of Tender document shall be enclosed along with the bid.</p>
5.	Office Address for submission of Tender document and Address for Seeking Clarifications on Tender document	Office of ED/S&T/P-I, Delhi Metro Rail Corporation Limited, 6th Floor, B-Wing, Metro Bhawan, Barakhamba Road, New Delhi-110001. Phone no. 011-23417910-12
6.	Last date for submission of queries/clarifications	10 days before the submission of Tender.
7.	EMD/ Tender Security Amount	Rs. 8.72 lakh
8.	Last date and time for submission of Tender	Upto 02.03.2015. , 1500 hrs IST
9.	Date and time of opening of Tender	02.03.2015 on 1530 hrs IST
10.	Contract Period	32 weeks
11.	Bidder's name and address	<p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p align="right">(To be completed by bidder)</p>

ANNEXURE-1

NOT USED

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ANNEXURE- 2

Financial DATA

Applicant's legal nameDate

Page of Pages

S.N.	Description	Financial Data for Latest Last 5 Years (Indian Rupees)				
		Year 2009-10	Year 2010-11	Year 2011-12	Year 2012-13	Year 2013-14
1.	Total Assets					
2.	Current Assets					
3.	Total External Liabilities					
4.	Current Liabilities					
5.	Annual Profits Before Taxes					
6.	Annual Profits After Taxes					
7.	Net Worth [= 1 - 3]					
8.	Working Capital [=2 - 4]					
9.	Return on Equity					
10	Annual turnover (from Related work)					
11	Gross Annual turnover					

Attach copies of the audited balance sheets, including all related notes, income statements for the last five audited financial years(2009-10,2010-11,2011-12,2012-13,2013-14), as indicated above, complying with the following conditions.

1. All such documents that reflect the financial data of the tenderer
2. Historic financial statements shall be audited by Statutory Auditor of the Company under their seal & stamp and shall be strictly based on Audited Annual Financial results of the relevant period(s). No statements for partial periods will be accepted.
3. Historic financial statements must be complete, including all notes to the financial statements.
4. Return on Equity = Net Income / Shareholders Equity
Return on Equity = Net Income is for the full fiscal year (before dividends paid to common stock holders but after dividends to preferred stock).
Shareholders equity does not include preferred shares.
5. The above Annexure shall be duly certified by Chartered Accountant in practice/ Company Auditor under his signature & stamp.

ANNEXURE- 3A

FINANCIAL DATA

(WORK DONE DURING THE LATEST LAST FIVE FINANCIAL YEARS)

NAME OF THE TENDERER :

(All amounts in Rupees in Crores)

S. No.	Description	Financial Data for Last 5 Audited Financial Years (updated as per Note 5 given below)	
1	Total value of <i>work done</i> as per audited financial statements	Year 2009-2010	
2		Year 2010-2011	
3		Year 2011-2012	
4		Year 2012-2013	
5		Year 2013-2014	

NOTE:

1. Attach attested copies of the Audited Financial Statements of the last five financial years as Annexure.
2. All such documents reflect the financial data of the tenderer. The financial data in above prescribed format shall be certified by Chartered Accountant in practice / Company Auditor under his signature & stamp.
3. The above financial data will be updated to 31.03.2014 price level assuming 5% inflation for Indian Rupees every year and 2% for foreign currency portions per year. **The exchange rate of foreign currency shall be applicable 28 days before the submission date of tender.**

ANNEXURE- 3B

Not Used

Annexure 4

Prequalification Criteria

S. No.	Criteria	Documents required
1	The bidder must be a Company registered under the Indian Companies Act, 1956 and who have their registered offices in India and should have been in existence for a period of at least 5 years from the date of submission of bids	Certificate of Incorporation
2	The bidder must have a valid Service Tax Registration in India	Copy of Certificate
3	The bidder should have completed one System Integration project where HW, Software and Implementation Services have been provided.	Customer order PO/LOA & completion certificate*
4	The bidder should have successfully implemented SAP ERP with more than 400 ERP users in at least 3 organizations globally	Customer order PO/LOA & completion certificate*
5	Bidder should have implemented at least 1 SAP ERP project with more than 400 users in public sector/government organizations in India	Customer order PO/LOA & completion certificate*
6	Bidder should have implemented at least 1 project where SAP ESS/MSS were implemented as a part of solution for more than 1000 employees in public sector/govt. organization in India	Customer order PO/LOA & completion certificate*
7	The bidder must be profitable in each of the last 3 financial years (2010-11,2011-12,2012-13)	Audited Statements

* completion certificate should cover :

- Hardware platform
- SAP version along with database
- SAP modules
- Total number of user licenses
- SAP ESS implemented (Yes/no)
- System in operation since
- Database migration (Yes/no)
- Any delay, if yes reason
- Any penalty, if yes reason