



DELHI METRO RAIL CORPORATION LIMITED

**Design, Development and Maintenance of Online Portal for Submission of
Sanction Applications to Commissioner Metro Railway Safety**

CONTRACT NO: CMRSP19

TENDER DOCUMENTS

VOLUME 1

NOTICE INVITING TENDER (NIT)

**DELHI METRO RAIL CORPORATION LTD.
Metro Bhawan, Fire Brigade Lane,
Barakhamba Road, New Delhi –110 001**

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NOTICE INVITING TENDER (NIT)

1. NAME OF WORK

GM/IT, Delhi Metro Rail Corporation Ltd., Metro Bhawan, Fire Brigade Lane, Barakhamba Road, New Delhi-01, Invites tenders through open e- tendering process up to 21 November 2019, 1500 hrs for the following work:

Name of the Work	Earnest Money Deposit(INR)
Design, Development and Maintenance of Online Portal for Submission of Sanction Applications to Commissioner Metro Railway Safety	INR 1,92,930 Lakh (Inclusive of GST @ 18%)

2. The tender documents (non-transferable) can only be obtained after registration of tenderer on the website <https://eprocure.gov.in/eprocure/app>. Downloaded tender document will not be entertained.
3. In no circumstances will, the amount paid for the tender form, be refundable.
4. Any corrigendum, addendum etc. issued shall be part of this tender document and shall be available on DMRC website <https://eprocure.gov.in/eprocure/app>.
5. The tender form is non-transferable.
6. (i) The instrument type for payment of tender cost is to be done only by RTGS, NEFT & IMPS. No other mode of payment will be accepted. The bidders will be required to upload the scanned copies of transaction of payment of tender document cost/tender fee at the time of bid submission.
(ii) The instrument type for payment of tender security is to be done only by RTGS, NEFT & IMPS. No other mode of payment will be accepted. The bidders will be required to upload the scanned copies of transaction of payment of tender security at the time of bid submission.

To facilitate above transaction through RTGS, NEFT & IMPS the details of following bank account of DMRC is used:

Name of the Bank	Bank's Address	Account Name & Account No.	Account Type	IFSC Code
ICICI Bank	A, Phelps Building, Connaught Place, New Delhi – 110001	DMRC Ltd Tender Cell A/C 000705045337	Current	ICIC0000007

7. Tender Cost and Tender Security is exempted for bidders (Micro & Small Enterprises) registered with District industries Centre or Khadi & Village Industries Commission or Khadi & village Industries Board or Coir Board or National Small Industries Corporation or Dte. of Handicraft & Handloom or any other bodies specified by Ministry of Micro, Small & Medium Enterprises for appropriate category, and have valid registration certificate as on date of tender submission.

The MSEs would not be eligible for exemption of Tender Cost and Tender Security if;

- either they are not registered for appropriate category.
- or they do not have valid registration as on the date of tender submission.

The tenderers seeking exemption from „Tender Cost and Tender Security“, being MSEs, shall ensure their eligibility w.r.t. above and submit registration certificate issued by the body under which they are registered which clearly mentions category of registration and Terminal Validity of registration. In absence of any of the above requirements no exemption for Tender Cost and Tender Security “will be allowed and tenderers eligibility shall be dealt as if they are not registered with MSEs.

No further clarification shall be sought on the above.

Notes:

1. In case bidder is a JV/Consortium, the registration of bidder with the bodies mentioned above must be in the name of JV/Consortium.
2. In case the bidder who has been exempted Tender Cost/Tender Security being Micro & Small Enterprise, and;
 - i. withdraws his Tender during the period of Tender validity; or
 - ii. becomes the successful bidder, but fails to commence the work (for whatsoever reasons) as per terms & conditions of Tender; or
 - iii. refuses or neglects to execute the contract; or
 - iv. fails to furnish the required Performance Security within the specified time,

The bidder shall be debarred from participating in future tenders for a period of 1 year from the date of discharge of tender/date of cancellation of LOA / annulment of award of contract as the case may be. Thereafter, on expiry of period of debarment, the bidder may be permitted to participate in the procurement process only on submission of required Tender Cost / Tender Security. Further the Employer may advise the authority responsible for issuing the exemption certificate to take suitable actions against the bidder such as cancellation of enlistment certificate etc.

8. The tender that does not accompany EMD along with required documents will summarily be rejected.
9. The tender securities (EMD) of all tenderers shall be discharged / returned by DMRC as promptly as possible after issue of the letter of acceptance (LOA) to successful tenderer or finalization of tender. In case of two package system, tender security will be released in two stages. Tender security of tenderers who fail in

technical evaluation shall be returned after opening of financial package. Tender Security of unsuccessful tenderers in financial package shall be released after issue of the letter of acceptance (LOA) to successful tenderer or finalization of tender.

10. The Performance Bank 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 1500 Hrs. Corporation will not be responsible for any type of delay.
12. Completion period of the work is on or before of key dates mentioned in the tender documents.

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/terminated/rescinded 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 letterhead).
- 13.4 No consortium or joint venture is allowed for bidding
- 13.5 **Financial Standing** (Annual Turnover)

The Tenderers must have a positive net profit in last three financial years. Average annual turnover during last three audited financial years should be Rs. 28,95,760 /-. This must be from software development and IT services.

Notes:

Financial data for last three audited financial years has to be submitted by the Tenderer in **Annexure 3** of NIT 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 '2' 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 performance certificates in related work (not older than 7 years) from at least two

different government organizations/ public sector units.

- 13.7 The Bidder must have the performance certificate in related work from at least two government organizations/ public sector units.
- 13.8 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 **Annexure 4 of NIT.**
 - (b) Audited Balance sheet for the last three years i.e. 2016-17, 2017-18 and 2018-19
 - (c) Permanent Account Number (PAN) & GST Registration No.
 - (d) Financial Data as per **Annexure 3 of NIT.**
- 13.9 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.
- 13.10 The firm should have experience of having satisfactorily completed/ executed similar type of works as detailed in the bid document during the last 7 years ending on last day of the month prior to tender submission.

One similar completed works* costing not less than Rs 1,54,34,400 (inclusive of taxes)

OR

Two similar completed works*, each costing not less than Rs 96,46,500 (inclusive of taxes)

OR

Three similar completed works*, each costing not less than Rs 77,17,200 (inclusive of taxes)

*Similar work means web portal implementation project and System Integration of Information Technology Solutions. Only full and completed works shall be taken into consideration.

Note: The above financial data will be updated to 31.10.2019 price level assuming 5% escalation for Indian Rupees every year. Attach work experience certificate format as Annexure-3A and Summary of work experience Annexure-3B. All work experience certificate submitted by the bidder must have stamp of name and designation of officer along with the name of client.

Please note carefully the requirements for submitting tenders, and the date and time for submittal.

The intending tenderers must be registered on e-tendering portal <https://eprocure.gov.in/eprocure/app>. Those who are not registered on the e-tendering portal shall be required to be registered beforehand. If needed they can be imparted training on 'online tendering process'. After registration, the tenderer will get user id and password. On login, tenderer can participate in tendering process and can witness various activities of the process.

The authorized signatory of intending tenderer, as per Power of Attorney (POA), must have valid class-III digital signature. The tender document can only be downloaded or uploaded using Class-III digital signature of the authorized signatory.

Tender submissions will be made online after uploading the mandatory scanned documents towards cost of tender documents such as NEFT/RTGS details from a Scheduled commercial bank based in India and towards Tender Security such NEFT/RTGS details as from a Scheduled commercial bank based in India and other

documents as stated in the tender document.

Bidders shall note that the maximum file size that can be uploaded is 5 MB. All the uploaded files in tender submission should be named properly and arrange systematically.

The bidders are advised to keep in touch with e-tendering portal <https://eprocure.gov.in/eprocure/app> for updates.

**On Behalf of DMRC Ltd.
GENERAL MANAGER/IT**

KEY DETAILS

Date of Issue of NIT	05/11/2019
Approximate cost of work	INR 1,92,93,000 (Inclusive of GST @ 18%)
Tender Security	<p>Amount of Tender Security:-INR 1,92,930 Lakh (Inclusive of GST @ 18%) Tender Security shall be submitted online by RTGS, NEFT&IMPS as per Clause C18 of ITT.</p> <p>In case of RTGS/NEFT/IMPS transactions, bidders shall upload the scanned copies of transaction of payment of tender security/EMD including e-receipt (clearly indicating UTR No. and tender Reference Number i.e. CMRSP must be entered in remarks at the time of online transaction of payment, failing which payment may not be considered) to be uploaded in online bid submission.</p> <p>Note: Bidders to note that the payment of tender security shall be made from the account of bidder only.</p> <p>If tender security has been made from other than the account mentioned above, same shall not be accepted and all such bids shall be considered ineligible and summarily rejected.</p>
Completion period of the Work	4 Months for development of Software, testing and hosting plus five years for cloud services and support related to implementation, as specified.
Tender documents on sale	From 05/11/2019 to 04/12/2019 (up to 1500 hrs) on e-tendering website https://eprocure.gov.in/eprocure/app Tender document can only be obtained after registration of tenderer on the https://eprocure.gov.in/eprocure/app For further information on this regard bidders are advised to contact 011-49424307, 011-49424365 or 011-23417910.
Cost of Tender documents	<p>INR 5900/- (GST @ 18%) Non-refundable fee through RTGS, NEFT & IMPS. (Payment of tender document cost/tender fee is to be made only by RTGS, NEFT & IMPS. No other mode of payment will be accepted. The details of bank account of DMRC are mentioned below. The bidders are required to upload scanned copies of transaction of payment of tender document cost/tender fee including e-receipt at the time of online bid submission (clearly indicating UTR No. & tender reference i.e. CMRSP19 must be entered in the remarks at the time of online transaction of payment, failing which payment may not be considered).</p> <p>(Copy of GST registration no. to be provided along with Tender document cost/tender fee)</p>
Last date of seeking clarification	14/11/2019 1500 hrs. Queries/clarifications from bidders after due date and time shall not be acknowledged.
Last date of issuing addendum	20/11/2019
Date & time of Submission of Tender online	Tender Submission Start Date: 05/11/2019 (1300 hrs) IST Tender Submission End Date: 04/12/2019 (1500 hrs) IST
Package	Two Package System

<p>Date & time of opening of Tender online (Technical Bid)</p>	<p>05.12.2019 at 1500 hrs</p>
<p>Authority for purchase of tender documents, seeking clarifications and submission of completed tender documents</p>	<p>O/O: GM/IT, DMRC Project Site Office, Mayur Vihar Phase-1 Metro Station, Near Gate No. - 1, Ground Floor, New Delhi-110091.</p>
<p>Bidder's name and address</p>	<p>..... (To be completed by bidder)</p>

ANNEXURE-1

NOT USED

ANNEXURE-2

NOT USED

ANNEXURE- 3

FINANCIAL DATA

(WORK DONE DURING THE LATEST LAST FIVE FINANCIAL YEARS)

NAME OF THE TENDERER:

(All amounts in Rupees in Lacs)

S.No.	Description	Financial Data for Last 3 Audited Financial Years (updated as per Notes given below)	
3		FY Year 2016-17	
4		FY Year 2017-18	
5		FY Year 2018-19	
<p>NOTE:</p> <ol style="list-style-type: none"> 1. Attach attested copies of the Audited Financial Statements of the last three 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 31.10.2019 price level assuming 5% inflation for Indian Rupees every year. 			

ANNEXURE- 3A

WORK EXPERIENCE

Applicant’s legal name **Date.....**

Group Member’s legal name..... **Page Of Pages**

For works of Software Development and IT Services as per clause no. 13.10

Specific Construction Experience		
Similar Contract Number _____ of _____ required Information		
Contract Identification		
Award date Completion date		
Employer’s Name		
Employer’s Address: Telephone / Fax number: E Mail		
Completion Cost	Currency (as stated in Clients Certificate)	In equivalent INR at 31.10.2019 price level

NOTE:

1. Only the value of contract as executed by the applicant/member in his own name should be indicated. Where a work is undertaken by a group, only that portion of the contract which is undertaken by the concerned applicant/member should be indicated and the remaining done by the other members of the group be excluded. This is to be substantiated with documentary evidence which clearly mentioned the amount for the prefabricated steel roof structure/roof sheeting work.
2. Separate sheet for each work along with Clients Certificate to be submitted.

ANNEXURE-3B

SUMMARY OF INFORMATION PROVIDED IN ANNEXURE-3A

Applicant's legal name

Date.....

Group Member's legal name.....

Page Of Pages

Name of Applicant	Total Number of works As per clause no. 13.10 of NIT at the price level of 31.10.2019	No. of contracts delayed, i.e., completed beyond the original date of completion

NOTE: -

1. Reasons of delay whether on contractors account or on account of Employer in each applicable case needs to be enclosed separately.

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Annexure 4

Prequalification Criteria

S.No.	Criteria	Documents required	Compliance
1	The bidder must be a Company/ Corporation/ Partnership firm/ Proprietorship who have their registered offices in India and should have been in existence for a period of at least 3 years from the date of submission of bids	Certificate of Incorporation / Partnership Deed / Registration/ affidavit for proprietorship	
2	The bidder must have a valid GST Registration in India and PAN	GST Registration Certificate and PAN	
3	The bidder should have completed at least 2 software development Project in PSU/Govt Organization in India within last 7 years from last day of previous month of tender submission.	Customer order PO/LOA & completion certificate/Performance Certificate	
4	The bidder should have completed at least 3 software development Projects within last 7 years from date of issue of tender.	Customer order PO/LOA & completion certificate	
5	The bidder must not have been blacklisted or deregistered by any central / state government department or public sector undertaking during last 5 years.	Undertaking on Company's letterhead as per Appendix 15 of ITT	
6	The firm should have experience of having satisfactorily completed/ executed similar type of works as detailed in the bid document during the last 7 years ending on last day of the month prior to tender submission. One similar completed works* costing not less than Rs 1,54,34,400 (inclusive of taxes) OR Two similar completed works*, each costing not less than Rs 96,46,500 (inclusive of taxes) OR Three similar completed works*, each costing not less than Rs 77,17,200 (inclusive of taxes) *Similar Work means web portal implementation project and System Integration of Information Technology Solutions. Only full and completed works shall be taken into consideration."	Customer order PO/LOA with completion certificates including satisfactory performance. In case the work is executed for private client, copy of work order, bill of quantities, bill wise details of payment received certified by C.A. T.D.S certificates for all payments received and copy of final/last bill paid by client shall also be submitted. Work Experience certificate must have stamp of name & designation of officer along with the name of client.	
7	Undertaking for not suffered bankruptcy during last 5 years	Undertaking on Company's letterhead as per Appendix 17 of FOT	
8	Audited Balance sheet for the last three years 2016-17, 2017-18 and 2018-19.	With affidavit, if Audit not done for last FY.	

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9	Notarized Power of attorney along with Board Resolution with specimen signature of authorized signatory.	Affidavit in case of proprietorship firm and partnership deed in case of partnership firm along with notarized power of attorney.	
10	Article and Memorandum of Association	Affidavit in case of proprietorship firm and partnership deed in case of partnership firm.	
11	Undertaking for RTI Act	Undertaking on Company's letterhead as per Appendix 16 of FOT	
12	Copies of ISO Certificates- Quality Management: system ISO 9000:2005 OR LATEST as revised by The ISO & ISO /IEC 27000- 1:2013 / or the latest ISO REVISION for (Information Security / Service Management System) Certified for IT Services.	ISO/IEC Certificates	