

GIRI INSTITUTE OF DEVELOPMENT STUDIES

Sector O, Aliganj Housing Scheme, Lucknow 226024

Phone No. 0522-4001667, 4001615

Website: <http://gids.org.in>

GST No. 09AAAAG0162G1Z3

Date: 02.01.2024

Tender Notice

(Creation/Development of Android applications)

Quotations are invited from reputed firms/vendors for Creation/Development of Android applications with web portal for different projects. Full detail with all Annexures are attached here.

The interested parties are requested to send their sealed quotation(s) duly typed '**Quotation for Creation/Development of Android applications**' on the envelop, address to the Director, Giri Institute of Development Studies, Sector –O, Aliganj, Lucknow – 226024 on or before 10th January 2024. The institute reserves all rights to accept or reject any quotation without assigning any reason(s).

DIRECTOR
Giri Institute of Development Studies
Lucknow

Tender for Design, Development, and Maintenance of Web-based reporting and Android Mobile Application for Giri Institute of Development Studies (GIDS)



Tender for the Design, Development, and Maintenance of Web and android Mobile Application for survey and data collection.

Giri Institute of Development Studies (GIDS) invites bids for designing, developing, and maintaining a new Mobile Application for Survey and Data Collection. Interested parties are required to submit a detailed proposal by the specifications outlined in this document.

Name of services	Specifications/ scope of work
Design, Development, and Maintenance of Android Mobile Application for survey and data collection.	As per the tender document

1. General Information about Tender and Bid Submission:

- 1.1. **Important Dates** - Bidders must adhere to the specified timelines for bid submission. Any deviation from the timeline will not be accepted. The Institute reserves the right to modify the schedule based on circumstances

Particular	Details
Date and time for downloading the bid document.	02.01.2024
Deadline for the submission of bids.	10.01.2024

Date and time for the opening of Financial Bid / Technical Bid.	11.01.2024
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2. Important Notes

2.1. The objective of the Tender:

2.1.1. Giri Institute of Development Studies (GIDS) is seeking bids for the design, development, and maintenance of a new mobile application focused on survey and data collection.

2.2. Proposal Submission:

2.2.1. Interested parties are required to submit a detailed proposal by the specifications provided in the tender document.

2.3. Access to Specifications:

2.3.1. The complete tender specifications, including terms, conditions, and technical details, can be accessed and downloaded from the institute's official website: <https://www.gids.org.in/>

2.4. Proposal Validity:

2.4.1. The validity of submitted proposals is set at 10 days from the date of the bid opening or the price bid opening, depending on which event occurs later.

3. Bid Submission

3.1. Bidders are required to submit two separate bids –

3.1.1. Technical Bid and a Financial Bid, both enclosed in a single envelope. The Technical Bid should include all necessary documents as per annexure-VII.

3.1.2. The Financial Bid must be submitted separately, following the format provided in annexure-VII. Tender documents specifying the scope of work can be obtained. **Please note that any bid received in a single envelope will be rejected.**

3.2. Address for communication and Bid submission:

GIDS, Sector - O, Aliganj, Lucknow - 226024, (U.P.) India 0522-4001615 0522-4001667

4. Eligibility Criteria

4.1. **Mandatory Qualification Criteria:** To participate in the procurement process, a bidder must meet the following minimum eligibility criteria:

S. No.	Basic Requirement	Specific Requirements	Documents Required
1.	Legal Entity	The bidder should be a company registered under the Indian Companies Act 1956 OR A partnership firm registered under the Indian Partnership Act, of 1932. OR A Limited Liability Partnership registered under the Indian Limited Liability Partnership Act, 2008 OR A Proprietorship firm registered in Goods and Services Department	Copy of Incorporation Certificates/GST Registration Certificate
2.	Tax registration and clearance	The bidder should have a registration number of 1. GST where his business is located 2. PAN Number	GST Certificate and PAN copy

3.	Mandatory Undertaking	<p>Bidders are required to adhere to the following conditions:</p> <p>a) Maintain solvency and not be insolvent, in receivership, bankrupt, or undergoing winding-up proceedings. They should not have their business activities suspended or be the subject of legal proceedings for similar reasons.</p> <p>b) Neither the bidder nor their directors and officers should have been convicted of any criminal offenses related to professional conduct or making false statements within the last three years.</p> <p>c) Avoid conflicts of interest as outlined in the bidding document.</p> <p>d) Adhere to the specified code of integrity provided in the bidding document.</p>	A Self Certified letter as per Annexure-Self Declaration
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4.2. DOCUMENT REQUIREMENTS:

- 4.2.1. Attach a copy of the tender notice.
- 4.2.2. Attach an undertaking on letterhead regarding a Non-Blacklisted company/firm.
- 4.2.3. Attach Technical Bid format.
- 4.2.4. Attach a signed copy of the terms and conditions.
- 4.2.5. Attach copies of the Certificate of Registration for GST/PAN card.
- 4.2.6. Include a signed copy of the Acceptance of Tender/Conditions Forms.
- 4.2.7. The details of the Service Charges should be submitted in the Financial Bid only. Note that the rates quoted and finalized will remain unchanged for the contract's duration.

5. Scope Of Work

5.1. Features

- 5.1.1. Dynamic Survey Form Builder web portal:
 - 5.1.1.1. Web User interface for creating and modifying forms.
 - 5.1.1.2. Real-time preview of form appearance during the creation process.
- 5.1.2. Integration with Android Applications:
 - 5.1.2.1. Integration with Android mobile applications.
 - 5.1.2.2. Compatibility across different Android devices and versions.
- 5.1.3. Data Validation:
 - 5.1.3.1. Implementation of data validation rules for ensuring data accuracy.

5.2. Technical Specifications

Sr. No.	Platform Support (OS)	Details
1.	Android	Survey data collection Application
2.	Web-based	Web based Platform for managing Survey Forms, users/ enumerators / supervisor creation, data validation and report Handling

3.	Web Server	Provide required cloud hosted web server
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6. ANNEXURE – I

6.1. Technical Bid

Design, develop, deploy, and launch Android mobile applications in accordance with the specified scope of work. Additionally, the vendor/development company is responsible for ongoing maintenance, correction, and rectification of the application for a period of one year from the date of successful development.

Sr. No.	Particulars	Details
1.	Name of the bidder	
2.	Principal place of business	
3.	Address with telephone numbers, fax numbers, etc.	
4.	Date of incorporation and/or commencement of business	
5.	Name of partners/directors/ proprietor	
6.	PAN number	
7.	GST registration number	
8.	Name, designation, postal address, email address, phone numbers, etc., of authorized signatory of the bidder if other than proprietor.	
9.	Contact details of individuals who will serve as the point of contact/communication in case of the contract awarded.	

6.2. Terms and Conditions

- 6.2.1. Bidder must submit their rates using the prescribed format provided with this tender.
- 6.2.2. Bidders should structure their quotes to cover all specified expenses outlined in the clauses above.
- 6.2.3. Tender submissions are to be made in sealed envelopes only.
- 6.2.4. Successful bidder must have to submit 10% of total amount as a security deposit (EMD).
- 6.2.5. Bids received after the specified date and time will not be considered.
- 6.2.6. Quoted Service Charges will remain valid for the contract period and any extension.
- 6.2.7. Each page of the tender document must be signed and stamped by the bidder. The tender document must be submitted on or before the specified date, and any delay is the bidder's responsibility. The validity of rates quoted for Service Charges will remain unchanged during the contract and any extensions. Tender documents must be properly signed, and stamped, and any alterations/initiations done as required.
- 6.2.8. In case the receipt or opening date is declared a holiday.
- 6.2.9. Any conditional, telegraphic, or fax tenders, tenders without earnest money, and those not in the prescribed form, or deviating from the terms and conditions of the tender notice, will not be entertained and will be outrightly rejected.
- 6.2.10. Bidders have the liberty to be present, either in person or through authorized representatives, during the opening of the tender as specified in the Tender Notice.
- 6.2.11. Violation of any terms and conditions mentioned above will result in the forfeiture of the Earnest Money/Security Deposit of the successful bidder(s), and the tender will be cancelled.

- 6.2.12. Any direct or indirect attempt to influence or negotiate by the bidder with the official/authority to whom the tender will be submitted or the tender accepting official/authority before the finalization of tenders will render the tender liable for rejection.
- 6.2.13. Giri Institute of Development Studies (GIDS) reserves the right to accept or reject any tender and also to impose/relax any terms and conditions of the tender.
- 6.2.14. Arbitration
 - 6.2.14.1. In case of any disputes or differences, the parties will initially seek resolution through mutual discussions or conciliation facilitated by the Giri Institute of Development Studies (GIDS)
 - 6.2.14.2. If mutual discussions or conciliation fail, the aggrieved party can initiate arbitration proceedings, appointing a sole arbitrator. The Giri Institute of Development Studies (GIDS) or a deputed authority will serve as the arbitrator, and the proceedings will follow the provisions of the Arbitration and Conciliation Act.
- 6.2.15. The Giri Institute of Development Studies (GIDS) reserves the right, though not obligated, to conduct capability assessments of the Bidder(s) and pre-dispatch inspections at the Bidder's cost. These rights encompass seeking technical demonstrations, presentations, and live site visits. Failure in the capability assessment shall result in the disqualification of the bidder.

6.3. Reasons for Bid Rejection:

- 6.3.1. The bid(s) will be rejected in case of any one or more of the following conditions:
 - 6.3.1.1. Disqualification of bids from Bidders who do not meet the pre-qualification criteria outlined in this document.
 - 6.3.1.2. Rejection of incomplete or conditional tenders that fail to meet all specified conditions in this document.
 - 6.3.1.3. Tenders received after the specified last date and time mentioned in this document.
 - 6.3.1.4. Unsealed covers, unsigned bids, bids signed by an unauthorized person, and bids with unsigned corrections.
 - 6.3.1.5. Tenders with erasures or overwriting, except for corrections authenticated by the signatories to the tender.
 - 6.3.1.6. Submission of misrepresented, incorrect, or false information in the technical proposal, whether accidental or deliberate, at any stage of contract processing or during the tenure of the contract, including any extension period.

7. ANNEXURE – II

7.1. Details about the Bank Account of the firm {to be filled by the bidder}

Sr. No.	Particulars	Details
1.	Name of the firm: M/s	
2.	Account no.	
3.	Name of the Bank	
4.	Branch Name	
5.	IFSC code of the bank	

8. ANNEXURE – III

8.1. Tender Acceptance Letter {to be filled by the bidder}

[Date]

To,
The Director,
Giri Institute of Development Studies (GIDS)
Lucknow, (Uttar Pradesh)

Subject: Acceptance of Terms & Conditions of Tender.

Dear Sir,

I/ We have downloaded the tender document(s) for the above-mentioned ‘Tender/Work’ from the designated website.

I / We hereby certify that I/we have read the entire terms and conditions of the tender documents (Including all documents like annexure(s), schedule(s), etc.), which form part of the contract agreement, and I/we shall abide hereby by the terms/conditions/clauses contained therein.

The corrigendum(s) issued from time to time by your organization too has also been taken into consideration while submitting this acceptance letter.

I / We hereby unconditionally accept the tender conditions of the above-mentioned tender document(s) / corrigendum(s) in its totality / entirely.

In case any provisions of this tender are found violated, your organization shall be at liberty to reject this tender/bid, including the forfeiture of the full said earnest money deposit, and we shall not have any claim/right against the organization in satisfaction of this condition.

Thanking you,

Name of the Bidder:

Authorized Signatory:

Seal of the Organization:

Date:

Place:

[Signature]

[Note: The bidder needs to fill in the relevant details, sign, and submit the acceptance letter as per the instructions provide

8.2. ANNEXURE – IV

8.2.1. Bidder Authorization certificate {to be filled by the bidder}

[Date]

To,
The Director,
Giri Institute of Development Studies (GIDS)
Lucknow, (Uttar Pradesh)

I/We.....at this moment declare and certify that..... is now authorized to sign relevant documents on behalf of the company/firm in dealing with NIB reference No.datedHe/She is also authorized to attend meetings and submit technical and commercial information/clarifications as may be required by you in the course of processing the Bid.

For validation, his/her verified signatures are as under:

Thanking you,
Name of the Bidder
Authorized Signatory:
Seal of the Organization:
Date:
Place:

[Signature]

8.3. ANNEXURE – V

8.3.1. Self-Declaration {to be filled by the bidder}

[Date]

To,

The Director,

Giri Institute of Development Studies (GIDS)

Lucknow, (Uttar Pradesh)

In response to the NIB Ref. No. [Ref. No.] dated [Date] for "{Project Title}," as an Owner/Partner/Director/Authorized Signatory of [Your Company/Firm], I/We hereby declare that presently our Company/Firm, at the time of bidding:

1. Possess the necessary professional, technical, financial, and managerial resources and competence required by the Bidding Document issued by the Procuring Entity;
2. Have fulfilled my/our obligation to pay such the taxes payable to the Union and the State Government or any local authority as specified in the Bidding Document;
3. Have an unblemished record and have not been declared ineligible for corrupt & fraudulent practices either indefinitely or for a particular period by any State/Central Government/PSU/UT.
4. Do not have any previous transgressions with any entity in India or any other country during the last three years.
5. Do not have any debarment by any other procuring entity.
6. Are not insolvent in receivership, bankrupt, or being wound up, do not have its affairs administered by a court or a judicial officer, do not have its business activities suspended, and are not the subject of legal proceedings for any of the foregoing reasons;
7. Do not have, and our directors and officers do not have, been convicted of any criminal offense related to their professional conduct or the making of false statements or misrepresentations as to their qualifications to enter into a procurement contract within a period of three years preceding the commencement of the procurement process, or have been otherwise disqualified under debarment proceedings;
8. Do not have a conflict of interest as mentioned in the bidding document which materially affects the fair competition.
9. Will comply with the code of integrity as specified in the bidding document.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken as per the provisions of the applicable Act and Rules thereto prescribed by GoR, my/our security may be forfeited in full and our bid, to the extent accepted, may be canceled.

Thanking you,

Name of the Bidder:

Authorized Signatory:

Seal of the Organization:

Date:

Place:

[Signature]

8.4. ANNEXURE – V

8.4.1. Certificate Of Conformity/ No Deviation {to be filled by the bidder}

[Date]

To,

The Director,

Giri Institute of Development Studies (GIDS)

Lucknow, (Uttar Pradesh)

CERTIFICATE

This is to certify that the specifications of Services/Items mentioned in the Technical bid of NIB Ref. No. [NIB Reference Number] dated [Date], which we shall supply if we are awarded the work, conforms with the minimum specifications of the bidding document. There are no deviations of any kind from the specified requirements.

We have thoroughly read the bidding document, and by signing this certificate, we hereby submit our token of unconditional acceptance of all the terms and conditions of the bidding document without any deviations.

We also certify that the price quoted is inclusive of all cost factors involved in the end-to-end implementation and execution of the project to meet the desired standards set out in the bidding document.

Thanking you,

Name of the Bidder:

Authorized Signatory:

Seal of the Organization:

Date

Place:

[Signature]

Note: This is a template, and you should replace the placeholders with actual information.

8.5. ANNEXURE- VII

8.5.1. Format OF Financial Bid {to be filled by the bidder}

[Date]
To,
The Director,
Giri Institute of Development Studies (GIDS)
Lucknow, (Uttar Pradesh)

Note: The rates provided should be including of all applicable taxes.

Sr. No.	Particulars	Price(Inc.GST)
6.	Design, develop, deploy, and go live with Web portal and Android mobile applications, including completion of work as per the defined scope of work. Also, provide maintenance, correction, and rectification of the application for 1 year.	
7.	Cloud hosted Web Server with required storage space and specification	

Note: The vendor/development company will be solely responsible for the maintenance, correction, and rectification of the application for one year from the date of successful development.

Thanking you,

Name of the Bidder:
Authorized Signatory
Seal of the Organization:
Date:
Place:

[Signature]