



**Solar Energy Corporation of India Limited
(A Government of India Enterprise)
CIN: U40106DL2011GOI225263**

**1st Floor, D-3, Wing A, Prius Platinum Building,
District Centre, Saket, New Delhi – 17**

**Procurement & Deployment of Visitor Management System with 02 (Two)
years support Services at Solar Energy Corporation of India Limited,
(SECI OFFICE) New Delhi.**

**RfP No. SECI/C&P/RfP/VMS/032021
Dated: 22.03.2021**

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SOLAR ENERGY CORPORATION OF INDIA LIMITED

RfP No.: No. SECI/C&P/RfP/VMS/032021

Date: 22.03.2021

Solar Energy Corporation of India Limited (hereinafter called "SECI"), invites bids from the eligible Bidders/Firms/Agencies to participate in the Tender for "**PROCUREMENT & DEPLOYMENT OF VISITOR MANAGEMENT SYSTEM WITH 02 (TWO) YEARS SUPPORT SERVICES AT SOLAR ENERGY CORPORATION OF INDIA LIMITED, (SECI OFFICE), NEW DELHI**"



For the implementation of above-mentioned work, Bidders/Firms/Agencies should submit their Techno Commercial & Price Bids/proposals complete in all respect in separate sealed covers, super-scribed with "**PROCUREMENT & DEPLOYMENT OF VISITOR MANAGEMENT SYSTEM WITH 02 (TWO) YEARS SUPPORT SERVICES AT SOLAR ENERGY CORPORATION OF INDIA LIMITED, (SECI OFFICE) NEW DELHI**" at the following address so as to reach on or before **1400 HRS on 31st March 2021** positively to



Sh. Sunil
Deputy Manager (C&P)
Solar Energy Corporation of India Limited
1st floor, D-3Wing A, Prius Platinum Building
District Centre, Saket, New Delhi – 17
Telephone: 011 71989290, Extension 290
E mail: contracts@seci.co.in

Bidder shall submit the Tender proposal, complete in all respect as per the Bid Information sheet.

DISCLAIMER

1. Though adequate care has been taken while issuing this bid Document, Applicant Firm/Agency should satisfy himself that the document is complete in all respects. Intimation of any discrepancy shall be given to this office (as mentioned below) immediately. If no intimation is received by this office within 3 days from the date of issue of the Offer Document, then this office shall consider that the document received by the Applicant Firm is complete in all respects and that the Applicant Firm/Agency is satisfied that the Offer Document is complete in all respect.
2. SECI reserves the right to change any or all of the provisions of this Offer Document before date of submission. Such changes would be intimated to all parties/Agencies procuring this Offer Document before date of submission.
3. SECI reserves the right to reject any or the entire offer without assigning any reasons whatsoever. No correspondence will be entertained on this account.

BID INFORMATION SHEET

The brief details of the Bid are as under:

(A)	NAME OF WORK/ BRIEF SCOPE OF WORK/ JOB	PROCUREMENT & DEPLOYMENT OF VISITOR MANAGEMENT SYSTEM WITH 02 (TWO) YEARS SUPPORT SERVICES AT SOLAR ENERGY CORPORATION OF INDIA LIMITED, (SECI OFFICE) NEW DELHI					
(B)	RfP NO. & DATE	SECI/C&P/RfP/VMS/032021 Dated: 22.03.2021					
(C)	TYPE OF BIDDING SYSTEM	<table border="1"> <tr> <td>SINGLE BID SYSTEM</td> <td><input type="text" value="YES"/></td> </tr> <tr> <td>TWO BID SYSTEM</td> <td><input type="text"/></td> </tr> </table>		SINGLE BID SYSTEM	<input type="text" value="YES"/>	TWO BID SYSTEM	<input type="text"/>
SINGLE BID SYSTEM	<input type="text" value="YES"/>						
TWO BID SYSTEM	<input type="text"/>						
(D)	TYPE OF RfS/ Bid	<table border="1"> <tr> <td>E-TENDER</td> <td><input type="text"/></td> </tr> <tr> <td>MANUAL</td> <td><input type="text" value="Yes"/></td> </tr> </table>		E-TENDER	<input type="text"/>	MANUAL	<input type="text" value="Yes"/>
E-TENDER	<input type="text"/>						
MANUAL	<input type="text" value="Yes"/>						
(E)	DOCUMENT FEE/ COST OF RfS DOCUMENT (NON-REFUNDABLE)	<table border="1"> <tr> <td>APPLICABLE</td> <td><input type="text"/></td> </tr> <tr> <td>NOT APPLICABLE</td> <td><input type="text" value="YES"/></td> </tr> </table> <p>The RfP document is Free of Cost.</p>		APPLICABLE	<input type="text"/>	NOT APPLICABLE	<input type="text" value="YES"/>
APPLICABLE	<input type="text"/>						
NOT APPLICABLE	<input type="text" value="YES"/>						

(F)	BID PROCESSING FEE (NON-REFUNDABLE)	APPLICABLE	<input type="text"/>
		NOT APPLICABLE	<input type="text" value="Yes"/>
(G)	EARNEST MONEY DEPOSIT (EMD)	APPLICABLE	<input type="text"/>
		NOT APPLICABLE	<input type="text" value="Yes"/>
		Amount: NA.	
(H)	CONTRACT PERFORMANCE SECURITY	APPLICABLE	<input type="text" value="Yes"/>
		NOT APPLICABLE	<input type="text"/>
(I)	DATE AND TIME OF PRE-BID MEETING	NA	
(J)	BID-SUBMISSION DEADLINE	31/03/2021 upto 15:00 Hrs at SECI office	
(K)	BID OPENING TIME	31/03/2021, 16:00 Hrs at SECI office	
(L)	FINANCIAL BID OPENING	31/03/2021, 16:00 Hrs at SECI office	
(M)	Technical queries contact details	Sh. Deepak Mittal Manager (IT) Solar Energy Corporation of India Limited	

		(A Government of India Enterprise) D - 3, 1st Floor, Wing - A, Prius Platinum Building, District Centre, Saket, New Delhi - 110 017 E mail: Deepak.mittal@seci.co.in Phone: 011-71989200/ 71989258
(N)	Name, Designation, Address and other details (For Submission of Response to RfS)	Sunil, DM (C&P) Solar Energy Corporation of India Limited 1st Floor, D-3, A-Wing, District Centre, Prius Building, Saket, New Delhi-110017 Tel No. 011-71989264 Email – contracts@seci.co.in
(O)	Details of persons to be contacted in case of any assistance required	1) Mr. Sanjay Sharma ED (C&P), Ph: 011-71989200 2) Mr. Deepak Mittal Manager (IT) Ph: 011-71989258 3) Mr. Sunil Deputy Manager (C&P) Ph: 011-71989324

Note:

- 1.0 Bidder/Agency(s) are advised to submit their Technical and Financial bids strictly as per terms and conditions of the bid documents and not to stipulate any deviations/ exceptions.
- 2.0 Any Bidder/Agency, who wishes to submit against this bid, may submit their Bid complete in all respect as per terms & conditions of bid Document on or before the due date of bid submission.
- 3.0 Clarification(s)/ Corrigendum(s) if any shall also be available to all the Bidders/Agencies through e-mail, SECI Website and CPPP Portal.
- 4.0 The Bidders/Agencies shall be deemed to have examined the bid Document, to have obtained his own information in all matters whatsoever that might affect carrying out the works in line with the scope of work specified elsewhere in the document and to have satisfied himself to the sufficiency of his bid. The Bidder/Agency shall be deemed to know the scope, nature and

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magnitude of the works and requirement of materials, equipment, involved, and as to what all works he has to complete in accordance with the bid documents irrespective of any defects, omissions or errors that may be found in the bid documents

- 5.0 The Bidders/Agencies are advised to read carefully all instructions and conditions appearing in this document and understand them fully. All information and documents required as per the bid Document must be furnished. Failure to provide the information and/ or documents as required may render the bid technically unacceptable.



SECTION II

SCOPE OF WORK AND TENDER SPECIFICATIONS

SOLAR ENERGY CORPORATION OF INDIA LIMITED

RfP No.: No. SECI/C&P/RfP/VMS/012021

Date: 22.03.2021

PROCUREMENT & DEPLOYMENT OF VISITOR MANAGEMENT SYSTEM WITH 02 (TWO) YEARS SUPPORT SERVICES AT SOLAR ENERGY CORPORATION OF INDIA LIMITED, (SECI OFFICE) NEW DELHI

1. SECI invites offers from Bidders/Agencies PROCUREMENT & DEPLOYMENT OF VISITOR MANAGEMENT SYSTEM WITH 02 (TWO) YEARS SUPPORT SERVICES AT SOLAR ENERGY CORPORATION OF INDIA LIMITED, SECI OFFICE, NEW DELHI.
2. Accordingly, sealed bids are invited from the Bidders/Agencies having adequate experience in line with the Requirement mentioned in RfP for the mentioned work.
3. The last date for submission of bids is **31.03.2021 upto 15:00 hrs.**
4. All communications including the submission of Offer Document should be addressed to:

Sunil, Deputy Manager (C&P)

Solar Energy Corporation of India Limited
1st Floor, D-3, A-Wing, District Centre,
Prius Building, Saket, New Delhi-110017
Email: contracts@seci.co.in

5. SECI reserves the right to accept or reject in part or as a whole any of the proposal received without assigning any reason thereof.
6. **MSMEs (Micro, Small and Medium Enterprises) registered under NSIC/Udyog Aadhar Only are exempted from submission of tender processing fee.**

7. SCOPE OF WORK

The objective of Visitor Management Solution is to create the right first impression on visitors entering an office premise. It digitizes the reception through check-in process and manages the end-to-end flow of the visit - promoting a simple, smart and secure workplace.

This application will make the process of visitor's entries, check-in and check-out from messy paper work to an organized digital framework. When visitor will enter in office premises, he will be using the application to make the entry of his personal details with purpose of visit. Application will also take employee's picture and valid id proof to verify his authenticity. Once the visitor's information will be submitted, the concern person

from office will be notified through notification. If employee wants, he will accept or reject the entry of visitor through sending email/ SMS.

1. Visitor Check-In:

Check-in is the feature to allow visitor to make the detail entry of his personal information, personal information, photo proof and id proof. These details will be saved in database and we will be used to inform the concern person. It will also be used for future use when next time that visitor will come to visit office. This information will be fetched from database on the basis of his mobile number only and show on application screen on-next visit.

- a. Manual Entry of Visitor Information: User/ security employee will manually make the entry of his personal details like first name, last name, mobile number, email id and organization name.
- b. Open Camera for Photo: Once personal information will be filled, user will be asked to take his picture with id proof. The camera will open inside the application. User will have to hold his id proof while clicking his photo through app. This photo will be saved in database with user's personal information.
- c. Meeting Setup: Application will ask about the purpose of meeting in this section.
 - i. Whom to meet: Visitor will have to select the employee from a dropdown with whom he wants to meet. The employee list in this dropdown will come from database.
 - ii. Purpose of Visit: Then visitor will select the purpose of meeting from the prefilled dropdown. If visitor selected "Other" option, a text area will open where he will be able to write the purpose.
 - iii. Visitor ID No: Visitor will receive visitor ID card from the office security which will have a unique number.
- d. Visitor Information Preview: All the information filled by visitor at the time of check-in will be displayed here in a consolidated manner like a visitor's ID card.

2. Check-in Entries:

- a. Security Employee: Security employee will be able to see all the check-in of the day in one section. These check-in data will have status like pending, rejected and approved. Another section will have those data whose check-out is done. This is important for any kind of verification point of view. If security in-charge would like to verify anything for the visitors who checked out, he/she will check detail data from here.
- b. Employee with whom meeting scheduled: The employee who received the meeting request, will have the listing of all the meetings scheduled with him/her. Whenever he/she wants, he/she will be able to see his that day meetings once he approved/rejected it.
- c. HR Department: HR person will get notified about any approved meeting. He will be able to see the list of all the check-in in one screen with the name of person who approved the check-in.
optional

3. Pre-approval of Visitor: Company employee can pre-approve the entry of visitors from the application.
 - a. Visitor's Entry: If employee wants, he will select the future dates from the calendar, enter the name of visitor, mobile number and address details of visitor and create the entry. When visitor comes on scheduled time, security employee will enter the mobile number only on the system app will verify if the visitor is already approved. Application will show a message that entry of visitor is already approved. If this is not the advance entry, application will show that you need to go through the check-in process and fill the check-in form for the approval.
 - b. Visitor Validation in Pre-approval: Visitor will only be allowed to check-in between 30 minutes before of scheduled time to the 30 minutes after the scheduled time. If his entry is pre-approved and he reaches after 30 minutes or before 30 minutes of scheduled time, his pre-approval entry will be declined by application.
4. OTP Verification: OTP verification is the way of authenticating mobile number of visitors.
 - a. OTP Verification New Visitor: When security employee open check-in form, he will fill and submit it then a new screen will open where visitor will share the OTP which he received on his mobile number. On submission of correct verification code, application will allow him to do next check-in formalities, else he/she will be rejected to check-in.
 - b. OTP Verification Old Visitor: Any visitor who already visited the office any time before, his entry already available in our system. So, he does not need to do all the entries again. He will just tell his mobile number to security employee and their visits related information will be fetched from database and get populated on the screen. This way his effort of entry will be saved and this will save time also.
5. Check-Out: When visitor is leaving the office premises, security employee needs to check out using application and submit the ID card. To checkout, he will either enter visitor's mobile number or visitor ID card number. The application will verify the provided information and match it with existing information. If checkout information matches with check-in information, he/she will be able to check-out.

General Requirements:

1. Design, Develop, Test and Deployment of Visitor Management System and two years technical support from date of Go-Live.
2. Developed VMS will be deployed in SECI environment. Required hardware such as server, desktop computers will be provided by SECI.
3. For successful operation of the VMS application, software license (required if any) will be in the scope of vendor.
4. Design the User Interface and User Experience to ensure that the service is user friendly.
5. Design of consistent visual elements and application architecture that is scalable and expandable.
6. The solution architecture should be able to address the future scalability requirements, in terms of both application (to add new services) and infrastructure and backend (adding more users).

**Procurement & Deployment of Visitor Management System with 02 (Two) years support Services
at Solar Energy Corporation of India Limited (SECI OFFICE), New Delhi**



7. Design wireframe for the required application and conduct meetings with SECI team to analyse the requirements and agree on the UI and user interaction.
8. Data should be kept confidential and only shared with SECI.
9. The bidder shall provide upgrades/patches etc. if required for the same without any additional cost till end of technical support.
10. The vendor will provide support for troubleshooting and bug fixing till the support period.
11. All required support & services for implementation, smooth operation and maintenance of all the components of the application developed/to be developed will be part of the Project.
12. Application should be easily customizable and easy to administer & connect to the Database.
13. Must provide customer support availability 24/7/365 via phone or email.
14. Dashboard should support each of the following browsers i.e. Internet explorer, Chrome, Firefox & Safari.
15. Development & testing environment/infrastructure (i.e. including hardware & software, etc.) to be provided and maintained by successful bidder till the project goes on technical support of two years after successful go-live.
16. Selected agency will update whenever necessary and will maintain totally, ensuring uptime of 99.5%.



SECTION - III

INSTRUCTION TO BIDDERS AND ELIGIBILITY CRITERIA

- 1.1 **“AGENCY(IES)”** shall mean the firm or company, successful Agency for the services under this RfP and shall include legal representatives of such individual or persons comprising such firm or successors of such firm or company as the case may be and permitted assigns of such firm or company;
- 1.2 **“BIDDER/AGENCY”** shall mean Bidding Entity submitting the Bid. Any reference to the Bidder includes Bidding Company including its successors, executors and permitted assigns jointly and severally, as the context may require;
- 1.3 **“CHARTERED ACCOUNTANT”** shall mean a person practicing in India or a firm whereof all the partners practicing in India as a Chartered Accountant(s) within the meaning of the Chartered Accountants Act, 1949;
- 1.4 **“COMPANY”** shall mean a body corporate incorporated in India under the Companies Act, 1956 or the Companies Act, 2013, as applicable;
- 1.5 **“CONTROL”** shall mean the ownership, directly or indirectly, of more than 50% (fifty percent) of the voting shares of such Company or right to appoint majority Directors;
- 1.6 **“CONTROLLING SHAREHOLDING”** shall mean more than 50% of the voting rights and paid up share capital in the Company/ Consortium;
- 1.7 **“DAY”** shall mean calendar day;
- 1.8 **“DATE OF CONTRACT” or “EFFECTIVE DATE”** shall mean the date of issuance of Notification of Award (NOA)/ Letter of Award (LOA)/ Purchase Order (PO) by Employer/ Owner;
- 1.9 **“EMPLOYER” or “OWNER”** Shall mean the Solar Energy Corporation of India Ltd. (SECI), a Company incorporated in India under the Company’s Act 2013 having its Registered Office at D-3, 1st Floor, Wing-A, Prius Platinum Building, District Centre, Saket, New Delhi-110 017 and shall include its legal representatives, successors and permitted assigns;
- 1.10 **“EQUITY”** shall mean Net Worth as defined in Companies Act, 2013;
- 1.11 **“LEAD MEMBER OF THE BIDDING CONSORTIUM” or “LEAD MEMBER”**: There shall be only one Lead Member, having the shareholding of not less 51% in the Bidding Consortium;
- 1.12 **“LIMITED LIABILITY PARTNERSHIP” or “LLP”** shall mean a Company governed by Limited Liability Partnership Act 2008 or as amended;
- 1.13 **“MEMBER IN A BIDDING CONSORTIUM” or “MEMBER”** shall mean each Company in a Bidding Consortium. In case of a Technology Partner being a member in the Consortium, it has to be a Company;
- 1.14 **“MONTH”** shall mean calendar month;
- 1.15 **“NET-WORTH”** shall mean the Net-Worth as defined section 2 of the company Act, 2013;

- 1.16 **“PAID-UP SHARE CAPITAL”** shall mean the paid-up share capital as defined in Section 2 of the Company Act, 2013;
- 1.17 **“PARENT”** shall mean a Company, which holds more than 50% voting rights and paid up share capital, either directly or indirectly in the Project Company or a Member in a Consortium developing the Project;
- 1.18 **“NOTIFICATION OF AWARD (NOA)” or “LETTER OF AWARD (LOA) or PURCHASE ORDER (PO)”** shall mean the letter issued by Solar Energy Corporation of India Limited (SECI) to the selected Bidder(s)/Agency(s) for consideration for Award;
- 1.19 **“SECI”** shall mean Solar Energy Corporation of India Limited;
- 1.20 **“SCHEDULED COMPLETION DATE” or “SCD”** shall be the date as on 24 (Twenty Four) Months from the Effective Date. *For example, if the Effective Date is 10-06-2018, the SCD shall be 09-06-2020;*
- 1.21 **“SELECTED BIDDER” or “SUCCESSFUL BIDDER”** shall mean the Bidder selected pursuant to this EOI to execute the consultancy services as per the terms of NIT;
- 1.22 **“TOE”** shall mean Tender Opening Event.
- 1.23 **“ULTIMATE PARENT”** shall mean a Company, which owns not less than 52% (Fifty One Percent) equity either directly or indirectly in the Parent and Affiliates;
- 1.24 **“WEEK”** shall mean calendar week;

INSTRUCTION TO BIDDER (ITB)

This part of the RfP documents provides the information necessary for Bidders/Agencies to prepare responsive bids, in accordance with the requirements of the Employer. It also provides information on bid submission, bid opening, evaluation and on contract award. This section contains provisions that are to be used unchanged unless consists of provisions that supplement, amend, or specify in detail, information or requirements included in RfP and that are specific to each procurement, states otherwise.

Bidders/Agencies may note that the respective rights of the Employer/ Owner and Bidders/Agencies shall be governed by the RfP Documents/ Contracts signed between the Employer/ Owner and the Agency for the respective package(s). The provisions of RfP Documents shall always prevail over any other documents in case of contradiction.

Further in all matters arising out of the provisions of this RfP documents, the laws of the Union of India shall be the governing laws and courts of New Delhi shall have exclusive jurisdiction.

1. Bid Information and Instructions to Bidders

1.1 General

- A. Bidders may download the complete bidding document along with its amendment(s) if any from e-mail, SECI Website and CPPP and submit their Bid complete in all respect as per terms & conditions of Tender Document on or before the due date of bid submission as mentioned in the **Bid Information Sheet**.
- B. Prospective Bidders interested to participate in the bidding process are required to submit their Proposal as per the prescribed format mentioned in the **Bid Information Sheet**. In case of any inconformity or query, SECI may seek clarifications so as to get the genuine queries addressed & resolved. SECI may seek clarifications from the Bidders so as to ascertain the correctness of facts & documents as presented by the Bidder.
- C. It may be noted that SECI will not pay any amount / expenses / charges / fee / out of pocket expenses, regardless of the conduct or outcome of the Tendering process.

1.2 Bid Submission date

The bidding methodology adopted for this Project shall be Single Stage Two envelop system i.e. The Bidders shall submit their Project proposal (Both Techno-Commercial and Price Bid same time in separate sealed envelopes) in line with this Tender Document. The last date for submission of bids is as mentioned in the **Bid Information Sheet**. No bids shall be accepted after the date and time mentioned above. Techno-Commercial bids shall be opened for all the Bids submitted by the prospective bidders. Price bids shall be opened only for the short listed & eligible Bidders based on Techno-Commercial bid evaluation.

2. SECI'S RIGHT TO ACCEPT ANY OFFER AND TO REJECT ANY OR ALL OFFERS

1.1 The decision of the SECI regarding the opening of offers, evaluation and acceptance of the offer shall be final and binding on all the applicant Firms.

1.2 SECI reserves the right to accept or reject any offer, and to annul the offer process and reject all offers at any time prior to intimation/notification of Offer, without thereby incurring any liability to the affected Applicant Firm or Applicant Firms or any obligation to inform the affected Applicant Firm or Applicant Firms of the grounds for the SECI's decision.

1.3 The Financial offer should be deposited in sealed envelopes only. No soft copies of the financial proposal should be mailed or submitted. The fees as described in Procurement notice should be in a sealed cover which will be received in the office of:

Solar Energy Corporation of India Limited
1st Floor, D-3, A-Wing, District Centre,
Prius Building, Saket, New Delhi-110017

8. SCOPE OF WORK

- i. Scope of Work as mentioned in above Section.

3. DOCUMENTS COMPRISING THE BID

The bid shall be submitted by the Bidder/Agency under "Single Stage - Two Envelope" procedure of bidding. Under this procedure, the bid submitted by the Bidder/Agency in Two envelopes – Technical and Financial and shall comprise of the following documents:

(A) Hard Copy - ENVELOPE- I (TECHNO COMMERCIAL ENVELOPE)

Hard copy of the bid shall comprise of following documents/ programmed file-Attachments to be submitted in sealed envelope, as part of First Envelope. The envelope shall bear {the name of Tender, the Tender No. and the words 'DO NOT OPEN BEFORE' (due date & time)}.

Contact Person Name: Sh. Sunil, (Deputy Manager)

- a. 'Covering Letter' on Bidder/Agency's 'Letterhead' (in Original) clearly specifying the enclosed Contents, as per 'Format-I'
- b. General particulars of the Bidder/Agency as per the Format II
- c. No Deviation Confirmation as per Format VIII
- d. Copy of GST registration No , PAN Card and Income Tax Registration
- e. An undertaking that the agency has not been blacklisted by any Government Department/Autonomous bodies or any of its branch as on the date of submission of the bid.

* In case where audited results for the last preceding financial year are not available, certification of

financial statements from a practicing Chartered Accountant shall also be considered acceptable, provided the Bidder/Agency provides the detailed Financial Statements certified by the Management of the company.

The Technical Proposal shall not include any financial information relating to the Financial Proposal. The Bidder/Agency shall submit Bids in the given Format only. BIDS NOT ACCOMPANIED WITH THE REQUISITE BID PROCESSING FEE MAY BE LIABLE FOR REJECTION.

(B) ENVELOPE- II (FINANCIAL ENVELOPE)

The bid for Second Envelope (Price - Part), shall be duly filled. Envelope shall be super scribed as ***“Financial Bid for Procurement & Deployment of Visitor Management System with 02 (Two) years support Services at Solar Energy Corporation of India Limited (SECI OFFICE), New Delhi”***.

The Price Quotes shall be submitted in a separate sealed envelope as per Financial Format (**Format – V**) of the RfP. The applicable taxes, if any, will also be indicated separately. The Price Quote will be opened only if the technical bid is found satisfactory.

4 SUBMISSION, SEALING AND MARKING OF BIDS

4.1 Bids shall be submitted through courier/hard copy/by hand mode in the manner specified elsewhere in tender document.

4.2 Hard Copies (Specific documents) as mentioned in clause no. 3 above of Instructions to Bidder (ITB) of the Tender document shall be submitted in a Sealed Covering Envelope. The Covering Envelope shall have the following Sticker

<i>“Tender Document for Procurement & Deployment of Visitor Management System with 02 (Two) years support Services at Solar Energy Corporation of India Limited (SECI OFFICE), New Delhi”</i>	
Tender Document No.	No. SECI/C&P/RfP/VMS/032021
Last Date of Submission	31/03/2021 upto 15:00 Hrs at SECI office
Bids Submitted by	(Enter Full name and address of the Bidder/Agency)
Authorized Signatory	(Signature of the Authorized Signatory) (Name of the Authorized Signatory) (Stamp of the Bidder/Agency)
Bid Submitted to	Solar Energy Corporation of India Limited (A Government of India Enterprise) D - 3, 1st Floor, Wing - A, Prius Platinum Building District Center, Saket New Delhi - 110 017

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4.3 Bids submitted under the name of AGENT/ CONSULTANT/ REPRESENTATIVE/ RETAINER/ ASSOCIATE etc. on behalf of a Bidder/Agency/ affiliate shall not be accepted.

5. Void

6. AMMENDMENTS TO THE BID DOCUMENTS.

- 6.1 At any time prior to the deadline for submission of Bids, the SECI may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder/Agency, modify the bid Document by issuing clarification(s) and/or amendment(s).
- 6.2 The clarification(s)/ amendment(s) (if any) may be notified at least Two (2) days before the proposed date of submission of the Bid. If any amendment is required to be notified within Two (2) days of the proposed date of submission of the Bid, the Bid Deadline may be extended for a suitable period of time.
- 6.3 SECI will not bear any responsibility or liability arising out of non-receipt of the information regarding Amendments in time or otherwise.
- 6.4 In case any amendment is notified after submission of the Bid (prior to the opening of Bid due date /time shall be extended and it will be for the Bidder/Agency to submit fresh Bids/supplementary bids as the date notified by the SECI for the purpose.

7. SCHEDULE OF RATES (SOR)/ PRICE SCHEDULE (PS)/ BID PRICES/FINANCIAL PROPOSAL

- 7.1 Unless stated otherwise in the Tender Documents, the Contract shall be for the whole works as described in Tender Documents, based on the rates and prices submitted by the Bidder/Agency and accepted by the Employer/ Owner. The prices quoted by the Bidders/Agencies should indicate clearly the Goods & Service Tax (GST) components as also mentioned under the SoR format.
- 7.2 Prices must be filled in format for "Schedule of Rates [SOR]/ Price Schedule [PS]/ Bid Prices" enclosed as part of Tender documents under Section Forms and Formats. If quoted in separate typed sheets and any variation in item description, unit or quantity is noticed, such bids may be rejected.
- 7.3 Bidder/Agency shall quote for all the items of "SOR/ PS" after careful analysis of cost involved for the performance of the completed item considering all parts of the Tender Document. In case any activity though specifically not covered in description of item under "SOR/ PS" but is required to complete the works as per Specifications, Scope of Work/ Service or any other part of Bidding Document, the prices quoted shall deemed to be inclusive of cost incurred for such activity.

- 7.4 All Goods & Service Tax (GST) components [applicable for both Centre and state] payable by the Contractor under the Contract, or for any other cause, shall be mentioned as per the SOR formats provided.
- 7.5 Prices quoted by the Bidder/Agency, shall remain FIRM and Fixed and valid until completion of the Contract and will not be subject to variation on any account by the Bidder/Agency.
- 7.6 In case of any variation (positive/ negative) in existing rates of taxes/ duties/ levies or a new tax/ duty/ levy is introduced or any existing tax/ duty/ levy is abolished or application of any Tax in the course of the performance of this Contract, which will/ may impact the overall pricing in connection with performance of the Contract, an equitable adjustment of the Contract Price shall be made to factor any such change by addition to the Contract Price or deduction therefrom, as the case may be.
- All these adjustments would be carried out by considering the base price of taxes equivalent to the amount mentioned under taxes and duties column of the SOR/ PS.
- 7.7 The Bidder/Agency shall quote the prices in 'figures' & words. There should not be any discrepancy between the prices indicated in figures and the price indicated in words. In case of any discrepancy, the same shall be dealt as per clause no. 9 of ITB.
- 7.8 Bidder/Agency need to submit the detailed break-up of Goods & Service Tax (GST) (applicable for both Central and State) in the SOR formats. This data is required to ascertain the
- Computation of taxes assumed at the time of bidding.
 - The total impact due to revision in applicable tax rate or introduction of new tax, if any.

Bidders/Agencies are required to ascertain the correctness of amount related to Goods & Service Tax (GST) as mentioned in the SOR/ PS as on the date of techno-commercial bid opening as it will impact the Price assessment part at the time of evaluation of price bid.

8 GOODS & SERVICE TAX (GST)

Contractor shall mandatorily obtain the registration under GST Law at Central level and/or in respective State as may be required. Further, Contractor shall mandatorily file returns under GST before their due date & comply with the requirements of the Law within timelines. Before releasing the payment to the Contractor. Owner shall not be responsible for any delay in payment release to the contractor in case the GST compliance is not fulfilled from the contractor side in any manner.

Contractor shall be responsible to comply with all the requirements of applicable provisions of GST. Contractor has to mandatorily get registered under GST at Central and relevant State(s). Contractor shall file all the returns on timely basis and upload all the Invoices and acceptance thereof as may be

required under the provisions of GST. In case, it is found that Owner is not able to take CENVAT benefit of the taxes due to fault of the Contractor, Owner shall be constrained to deduct the amount from the payments to be made to the Contractor or recover the same in any other manner..

- 8.1 Bidders/Agencies are required to submit a copy of the GST Registration Certificate or GST provisional certificate while submitting the bids wherever GST tax is applicable.
- 8.2 The responsibility of payment of GST lies with the Service Provider only. Contractor providing taxable service shall issue an Invoice, a Bill or as the case may be, a Challan which is signed, serially numbered and in accordance with rule GST Law. The invoice shall also contain the following:
- (a) Name, Address & Registration No. of such Person/ Contractor
 - (b) Name & Address of the Person/ Contractor receiving Taxable Service
 - (c) Description, Classification & Value of Taxable Service provided
 - (d) GST Amount, if any.

Payments to Service Provider for claiming GST amount will be made provided the above formalities are fulfilled. Further, Employer/ Owner may seek copies of challan and certificate from Chartered Accountant for deposit of GST collected from Employer/ Owner.

- 8.3 In case CBEC (Central Board of Excise and Custom Taxes) brings to the notice of Employer/ Owner that the contractor has not remitted the amount towards GST collected from Employer/ Owner to the government exchequer, then, that contractor may be debarred from bidding in future tenders of Employer/ Owner for given period as per the sole discretion of Employer/ Owner.
- 8.4 In case of statutory variation in GST during currency of the Contract, the Contractor shall submit a copy of the 'Government Notification' to evidence the rate as applicable on the date of submission of Bid and on the date of revision. Claim for payment of GST / Statutory variation in GST, should be raised within two [02] months from the date of issue of 'Government Notification' for payment of differential (in %) GST, otherwise claim in respect of above shall not be entertained for payment of arrears. The following may also be noted: -
- a) Any increase in the rate of non-cenvatable GST beyond the contractual completion period shall be to contractor's account whereas any decrease in the rate shall be passed on to the Employer/ Owner.
 - b) The base date for the purpose of applying statutory variation shall be the date of bid opening.
- 8.5 Owner will reimburse the GST to the Contractor at actuals against submission of cenvatable invoices issued in accordance with GST rules to enable Owner/ Employer to claim cenvat

credit of GST paid. In case of any variation in the executed quantities, the amount on which the GST is applicable shall be modified in same proportion.

- 8.6 Owner will reimburse the GST to the Contractor at actuals against documentary evidence subject to the ceiling amount of GST as quoted by the Bidder/Agency, subject to any statutory variations. In case of any variation in the executed quantities the ceiling amount on which GST is applicable will be modified on pro-rata basis.
- 8.7 Contractor shall ensure timely submission of correct invoice(s) with all required supporting document(s) within a period specified in LOA/ CA to enable Owner to avail CENVAT

9 CORRECTION OF ERRORS

- 9.1 If there is a discrepancy between the unit price and the total price, which is obtained by multiplying the unit price and quantity specified by the Employer, or between subtotals and the total price, the unit or subtotal price shall prevail, and the quantity and the total price shall be corrected. However, in case of items quoted without indicating any quantity or the items for which the quantities are to be estimated by the Bidder/Agency, the total price quoted against such items shall prevail. If there is a discrepancy between words and figures, the amount in words will prevail.

The prices of all such item(s) against which the Bidder/Agency has not quoted rates/ amount (viz., items left blank or against which '-' is indicated) in the Price Schedules will be deemed to have been included in other item(s).

The subtotal, total price or the total bid price to be identified in Bid Form for this purpose, irrespective of the discrepancy between the amount for the same indicated in words or figures shall be rectified in line with the procedure explained above.

The Bidder/Agency should ensure that the prices furnished in various price schedules are consistent with each other. In case of any inconsistency in the prices furnished in the specified price schedules to be identified in Bid Form for this purpose, the Employer shall be entitled to consider the highest price for the purpose of evaluation and for the purpose of award of the Contract use the lowest of the prices in these schedules.

- 9.2 The amount stated in the bid will be adjusted by the Employer in accordance with the above procedure for the correction of errors. If the Bidder/Agency does not accept the corrected amount of bid, its bid will be rejected.

10 BID CURRENCIES:

Bidders/Agencies must submit bid in Indian Rupees (INR) only.

11 BID VALIDITY

11.1 Bids shall be kept valid for period of **180 (one hundred eighty)** days from the final 'Bid Opening Date'.

11.2 In exceptional circumstances, prior to expiry of the original 'Bid Validity Period', the Employer may request the Bidders/Agencies to extend the 'Period of Bid Validity' for a specified additional period. The request and the responses thereto shall be made in writing or by email. A Bidder/Agency may refuse the request. A Bidder/Agency agreeing to the request will not be required or permitted to modify his Bid, in accordance with "ITB: Clause-12" in all respects.

Note: In case of extension(s) of last due date of the Tender submission, the latest extension issued shall be considered as the final due date of Tender submission and accordingly the Tender validity should be calculated and sufficed. The validity of the Tender need to be revised by respective Bidders/Agencies, in case the bids are already submitted prior to the last due date of the initial Tender submission deadline.

12 NA

13. DEFAULT IN CONTRACTS OBLIGATION

In case of any default or delay in performing any of the contract obligation, SECI reserves the right to recover the actual damages/loss from the successful Bidders/Agencies.

In addition to above clause, SECI may, without prejudice to any other remedy for breach of contract, by written notice of default sent to the Successful Bidder/Agency, terminate the Contract in whole or part as following.

- if the Successful Bidder/Agency fails to deliver any or all of the Work as required by SECI.
- if the Successful Bidder/Agency fails to perform any other obligation(s)/duties under the Contract
- If the Successful Bidder/Agency, in the judgment of SECI has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.

14. CORRESPONDENCE

Bidder/Agency requiring any Techno-Commercial clarification of the bid documents may contact in writing or by Fax /E Mail.

Name	Contact Number	Email id
Sh. Sanjay Sharma	011-71989200	contracts@seci.co.in

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Sh. Deepak Mittal	011-71989258	deepak.mittal@seci.co.in
Sh. Sunil	011-71989264	sunil22@seci.co.in

Verbal clarifications and information given by the SECI or its employees or its Representatives shall not be in any way entertained.

15. DEVIATIONS

The Bidder/Agency should clearly read and understand all the terms and conditions, specifications, etc. mentioned in the original bid documents. If the Bidder/Agency has any observations, the same may be indicated in his forwarding letter along with the bid. Bidders/Agencies are advised not to make any corrections, additions or alterations in the original bid documents. If this condition is not complied with, bid liable to be rejected.

16. DEADLINE FOR SUBMISSION OF BIDS

- 16.1 The bids must be submitted not later than the date and time specified in the Bid Information Sheet in Section Invitation for Bids (IFB).
- 16.2 The hard copies of required specific documents must be submitted through courier/ registered post/ by hand not later than the date and time specified in the tender document.
- 16.3 Employer/ Owner may, in exceptional circumstances and at its discretion, extend the deadline for submission of Bids. In which case all rights and obligations of Employer/ Owner and the Bidders/Agencies, previously subject to the original deadline will thereafter be subject to the deadline as extended.

17 LATE BIDS

- 17.1 Any bids received after the notified date and time of closing of tenders will be treated as late bids.
- 17.2 Unsolicited Bids or Bids received to address other than one specifically stipulated in the tender document will not be considered for evaluation/ opening/ award if not received to the specified destination within stipulated date & time.

18. WITHDRAWAL OF BIDS

No bid can be withdrawn after Bid Opening date during bid validity period. Submission of a bid by a Bidder/Agency implies that he had read all the bid documents including amendments if any, and has made himself aware of the scope and specifications of the job to be done, local conditions and other factors having any bearing on the required job.

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19. Void

20. RIGHT TO WITHDRAW THE BID DOCUMENT AND TO REJECT ANY TECHNO COMMERCIAL BID/PRICE PROPOSAL

20.1 This Bid Document may be withdrawn or cancelled by the SECI at any time without assigning any reasons thereof. The SECI further reserves the right, at its complete discretion, to reject any or all of the Bids without assigning any reasons whatsoever and without incurring any liability on any account.

20.2 The SECI reserve the right to interpret the Bid submitted by the Bidder/Agency in accordance with the provisions of the bid Document and make its own judgment regarding the interpretation of the same. In this regard the SECI shall have no liability towards any Bidder/Agency and no Bidder/Agency shall have any recourse to the SECI with respect to the selection process. SECI shall evaluate the Bids and its decision in this regard shall be final and binding on the Bidder/Agency.

20.3 SECI reserves its right to vary, modify, revise, amend or change any of the terms and conditions of the Bid before submission. The decision regarding acceptance of bid by SECI will be full and final.

21. ZERO DEVIATION

This is a ZERO Deviation Process. Bidder/Agency is to ensure compliance of all provisions of the Bid Document and submit their Techno Commercial and Price Proposal accordingly. Bids with any deviation to the bid conditions shall be liable for rejection.

22. CANVASSING

No Bidder/Agency is permitted to canvass to SECI on any matter relating to this bid. Any Bidder/Agency found doing so may be disqualified and his bid may be rejected.

23. RIGHT OF ACCEPTANCE/REJECTION OF BIDS

SECI reserves the right to accept, split, divide, cancel or reject any bid or to annul and reject all bids at any time prior to the notification/intimation to the successful Bidders/Agencies without incurring any liability to the affected Bidders/Agencies or any obligation to inform affected Bidder/Agency, the grounds of such action. If the bid of the Bidder/Agency expires after the submission of his bid but before notification/intimation, the SECI shall deem such bid as invalid.

24. TERMINATION OF CONTRACT

- a. If it is found that the quality of works carried by the Bidder/Agency and /or the services rendered are unsatisfactory or that the Bidder/Agency has violated any terms and conditions of the contract and agreement, then in that event, the SECI will be entitled to terminate this contract at

- any time without assigning any reasons whatsoever.
- b. If at any stage during the period of the contract any case involving moral turpitude is instituted in a Court of Law against the contractor or his employees. The Corporation reserves the exclusive and
- c. Special right to the outright termination of the contract and the contractor shall not be entitled to any compensation from the company whatsoever.

25. APPLICABLE LAW

The Contract shall be interpreted in accordance with the laws of the Union of India. **Only Delhi Courts shall have exclusive jurisdiction in all matters pertaining to this Bid related to all Legal/Arbitration matters.**

26. SETTLEMENT OF DISPUTES

All disputes and differences of any kind whatsoever arising out of or in connection with the contract, whether during the progress of the works or after their completion and whether before or after the determination of the contract shall be referred by the Contractor to the owner and the owner shall within a reasonable time after their presentation made and notify decisions thereon in writing. The decisions, directions, classification, measurements, drawings and certificates with respect to any matter the decision of which is specially provided for by these or other special conditions, given and made by the owner or by the Controlling Officer/Officer-in-charge on behalf of the owner, are matters which are referred to hereinafter as accepted matters and shall be final and binding upon the Contractor and shall not be set aside on account of any infirmity, omission, delay or error in Proceedings, in or about the same or any other ground or for any other reasons and shall be without appeal.

In the event of any dispute or difference between the parties hereto as to the operation of this contract or the respective rights and liabilities of the parties on any matter in question, dispute or difference on any account, or as to the withholding by SECI of any certificate to which the Contractor may claim to be entitled to or if the owner fails to make a decision within a reasonable time, then and in any such case, the Contractor after 30 days of presenting his final claim on disputed matter may demand in writing that the dispute or differences be referred to arbitration. Such demand for arbitration shall specify the matters which are in question, dispute or differences and only such disputes or differences of which the demand has been made and no other, shall be referred to arbitration. Obligations during pendency of arbitration work under the contract, shall unless otherwise directed by the owner/Engineer, continue during the arbitration proceedings and no payment due or payable by the owner shall unless withheld on account of such proceeding, provided however, it shall be open for the arbitrator or arbitrators to consider and decide whether or not such work should continue during arbitration proceedings.

27. ARBITRATION

Matters in question, dispute or differences to be arbitrated upon shall be referred to for decision to a sole arbitrator who shall be nominated person appointed by Management of SECI, whose decision shall be final and binding on the Contractor. The work shall be continued as per programme during the pendency of arbitration.

28. Void

29. EVALUATION OF BIDS

Bid shall be evaluated as per evaluation criteria mentioned below on the total cost including GST. The Employer shall only use the criteria and methodology indicated in the Tender documents. No other criteria/ methodology shall be permitted.

29.1 Evaluation of Bids

Evaluation of Techno - Commercial Part (First Envelope)

The Owner will carry out a detailed evaluation of the bids of the qualified Bidders/Agencies in order to determine whether the technical aspects are in accordance with the requirements set forth in the Bidding Documents. In order to reach such a determination, the Owner will examine the information supplied by the Bidders/Agencies, pursuant to ITB Clause 3 & 11, and other requirements in the Bidding Documents, taking into account the following factors:

- a. overall completeness and compliance with the Specifications to the bid. The bid that does not meet minimum acceptable standards of completeness, consistency and detail may be rejected for non-responsiveness.
- b. compliance with the time schedule
- c. Any other details furnished by the Bidder/Agency in response to the requirements specified in the Tender Documents.

29.2 Opening of Second Envelope (Price Envelope)

The Second Envelope i.e., Price Part of only those Bidders/Agencies shall be opened who are determined as having submitted substantially responsive bids and are ascertained to be qualified to satisfactorily perform the Contract, pursuant to ITB clause 3 and Clause 29.1.

The prices and details as filled up by the Bidder/Agency and opened during the bid opening and recorded in the Bid Opening Statement would not be construed to determine the relative ranking amongst the Bidders/Agencies, or the successful Bidder/Agency, and would not confer any right or claim whatsoever on any Bidder/Agency. The successful Bidder/Agency (also referred to as the L1

Bidder/Agency) shall be determined as per the provisions of this Section and considered for award of contract as provided in ITB.

29.3 Evaluation of Financial Part

29.3.1 The Employer will examine the Price Parts to determine whether they are complete, whether any computational errors have been made, whether the documents have been properly signed, and whether the bids are generally in order.

29.3.2 The Price Part containing any deviations and omissions from the contractual and commercial conditions are liable to be rejected.

29.3.3 Arithmetical errors will be rectified in line with Clause no. 9 of ITB.

29.3.4 The comparison shall also include the impact of Goods & Service Tax (GST) in line with the provisions of the Bidding Documents.

31.4 Following factors shall be considered for evaluation of Price Bids:

- a) Total Evaluated Bid Values (TEBV) for all the Bidders/Agencies shall be compared to determine the lowest Total Evaluated Bid Value (TEBV) as given under SOR Format of Schedule of Rates & the lowest (L1) evaluated Bid as such, will be selected for the Letter of Award (LOA)/Purchase Order (PO).
- b) The mentioned Total Evaluated Bid Value will be considered up to 2 decimal places only.
- c) Bidder/Agency with Total lowest EBV shall be L-1, Bidder/Agency with Second lowest EBV shall be L-2 & so on.
- d) The Total Evaluated Bid Value shall be inclusive of Goods & Service Tax (GST) as quoted by the Bidder/Agency. The award shall be placed exclusive of GST with taxation bifurcation separately indicates as submitted by the successful Bidder/Agency in the SOR format.
- e) In case of tie among any of these Bidders/Agencies, then L-1 will be the Bidder/Agency who has the highest Average annual turnover as per the documents submitted as a part of their bid.
- f) The contractor shall submit the credentials of the proposed agency along with relevant certificates in support thereof for verification/ approval by the Employer.
- g) In case only single Bid is received for any particular state than SECI at its sole discretion may take appropriate actions for further process as per SECI policy

30. AWARD

Subject to "ITB: Clause-29", SECI shall award the Contract to the successful Bidder/Agency whose Bid has been determined to be substantially responsive and has been determined as the lowest for the particular state provided that Bidders/Agencies, is determined to be qualified to satisfactorily perform the Contract. ***The contract will be awarded for a period of two years. However, extension for a further period will be considered at the same rate, terms and conditions, subject to satisfactory performance.***

31. LETTER OF AWARD/PURCHASE ORDER

31.1 Prior to the expiry of 'Period of Bid Validity', SECI will notify the successful Bidder/Agency in writing, in the form of "Letter of Award (LOA)/Purchase Order (PO)" through e-mail/ courier/ registered post, that his Bid has been accepted. The notification of award will constitute the formation of the Contract.

31.2 Contract Period shall commence from the date of "Letter of Award/Purchase Order" as mentioned in the Letter of Award/Purchase Order. The "Letter of Award/Purchase Order" will constitute the formation of a Contract, until the Contract has been effected pursuant to signing of Contract as per "ITB: Clause-32".

32.3 The "Letter of Award (LOA)/Purchase Order (PO)" shall be issued to successful Bidder/Agency in duplicate. The successful Bidder/Agency is required to return its duplicate copy duly signed and stamped on each page including all the Appendix, Annexures as a token of acknowledgement within 07 (Seven) working days from the date of its issuance.

32.4 In case the successful Bidder/Agency fails to acknowledge the acceptance of "Letter of Award (LOA)/Purchase Order (PO)" as mentioned above vide clause no. 32.3, same will be treated as a case of non-responsiveness & default and Employer/ Owner may take suitable action to get the works successfully executed

32.5 In case of Non-response/acceptance to the LOA/PO or non-submission of timely Performance Security by the successful Bidder/Agency, SECI at its sole discretion may take appropriate actions by annulling the entire Tendering process.

33. SIGNING OF CONTRACT AGREEMENT

33.1 The successful Bidder/Agency/ Contractor shall be required to execute the 'Contract Agreement' with Owner (SECI) on a 'non-judicial stamp paper' of appropriate value of New Delhi state [cost of the 'stamp-paper' shall be borne by the successful Bidder/Agency/ Contractor] within '14 [Fourteen] working days' of issuance of the "Letter of Award [LOA]/Purchase Order (PO)".

33.2 In case the successful Bidder/Agency fails to execute the 'Contract Agreement' as mentioned above vide clause no. 33.1, same will be treated as a case of non-responsiveness & default and Employer/ Owner may take suitable action to get the project successfully executed.

33.3 In case of Non-response/acceptance to the LOA/PO or non-submission of timely Performance Security by the successful Bidder/Agency, SECI at its sole discretion may take appropriate actions by annulling the entire Tendering process.

34 INCOME TAX & CORPORATE TAX

34.1 Income tax deduction shall be made from all payments made to the contractor as per the rules and regulations in force and in accordance with the Income Tax Act prevailing from time to time.

34.2 Corporate Tax liability, if any, shall be to the contractor's account.

34.3 TDS under GST as may be applicable shall be deducted as per law of Government of India in vogue.

35. MENTIONING OF PAN NO. IN INVOICE/ BILL

As per CBDT Notification No. 95/2015 dated 30.12.2015, mentioning of PAN no. is mandatory for procurement of goods/ services/ works/ consultancy services exceeding INR 2 Lacs per transaction.

Accordingly, supplier/ contractor/ service provider/ consultant should mention their PAN no. in their invoice/ bill for any transaction exceeding INR 2 Lacs. As provided in the notification, in case supplier/ contractor/ service provider/ consultant do not have PAN no., they have to submit declaration in Form 60 along with invoice/ bill for each transaction.

Payment of supplier/ contractor / service provider/ consultant shall be processed only after fulfilment of above requirement

36. TIME IS ESSENCE OF CONTRACT

The total time from issuance of the "Letter of Award [LOA]/Purchase Order (PO)" to the completion of the work in all respect shall be 15 (Fifteen) days.

37. FORCE MAJEURE

37.1 For purpose of this clause, "Force Majeure" means an event beyond the control of the contractor and not involving the contractor's fault or negligence and not foreseeable, either in its Sovereign or contractual capacity. Such events may include but are not restricted to Acts of God, wars or revolutions, fires, floods, epidemics, quarantine restrictions and fright embargoes etc. Whether a

“Force majeure” situation exists or not, shall be decided by SECI and its decision shall be final and binding on the contractor and all other concerned.

37.2 In the event that the contractor is not able to perform his obligations under this contract on account of force majeure, he will be relieved of his obligations during the force majeure period. In the event that such force majeure extends beyond six months, SECI has the right to terminate the contract.

37.3 If a force majeure situation arises, the contractor shall notify SECI in writing promptly, not later than 14 days from the date such situation arises. The contractor shall notify SECI not later than 3 days of cessation of force majeure conditions. After examining the cases, SECI shall decide and grant suitable additional time for the completion of the work, if required.

38. LANGUAGE

All documents, drawings, instructions, design data, calculations, operation, maintenance and safety manuals, reports, labels and any other data shall be in English Language. The contract agreement and all correspondence between the SECI and the Bidder/Agency shall be in English language.

39. OTHER CONDITIONS

39.1 The Successful Bidder/Agency shall not transfer, assign or sublet the work under this contract or any substantial part thereof to any other party without the prior consent of SECI in writing.

39.2 The Successful Bidder/Agency shall not make any other use of any of the documents or information of this contract, except for the purposes of performing the contract.

39.3 SECI will not be bound by any Power of Attorney granted/ issued by the Successful Bidder/Agency or by any change in the composition of the firm made during or subsequent to the execution of the contract. However, recognition to such Power of Attorney and change (if any) may be given by SECI after obtaining proper legal advice, the cost of which will be chargeable to the Successful Bidder/Agency concerned.

39.4 The Bidder/Agency shall abide by the instructions issued by the SECI to it from time to time for the timely completion of the assigned services.

39.5 Any firm which has been barred by the Central Government, any State Government, a statutory authority or a public sector undertaking, as the case may be, from participating in any project, and the bar subsists as on the date of Proposal, would not be eligible to submit a Proposal either by itself or through its Associate.

39.6 If the Bidder/Agency submits any fabricated document or if it is found that, the Bidder/Agency has got any poor past record with the Owner or in any other organization/s, in terms of manipulation of data or submission of fabricated document or engaged in any other activity which makes him unreliable, the offer of such Bidder/Agency will not be considered.

40. SEVERABILITY

It is stated that each paragraph, clause, sub-clause, schedule or annexure of this contract shall be deemed severable & in the event of the unenforceability of any paragraph, clause sub-clause, schedule or the remaining part of the paragraph, clause, sub-clause, schedule annexure & rest of the contract shall continue to be in full force & effect. SECI requires that Successful Bidder/Agency/ Contractors should follow the highest standard of ethics during the execution of contract.

41. CONTRACT PERFORMANCE SECURITY

a) Against the contract of the project, within 14 (Fourteen) working days from the issuance of the Letter of Award from Owner, the successful Bidder/Agency shall furnish an unconditional and irrevocable Contract Performance Security as per Format attached and which shall be for 3% of the total Contract Value and shall be valid up to 02 Years and 03 (Three) months from the date of issue of Letter of Award (LOA)/Purchase order (PO)". The Contract Performance Security shall be in the form of either Banker's Cheque or Demand Draft or Bank Guarantee and shall be in the currency of the Contract and will be issued in the name of the owner (Solar Energy Corporation of India Limited).

Bank Guarantee towards Contract Performance Security shall be from any scheduled bank as specified in the List of Banks enclosed in Tender document or a branch of an International Bank situated in India and registered with Reserve Bank of India as scheduled foreign bank in case of Indian Bidder/Agency. However, in case of Bank Guarantees from Banks other than the Nationalized Indian banks, the Bank must be a commercial Bank having net worth in excess of INR 500 Crores and a declaration to this effect should be made by such commercial bank either in the Bank Guarantee itself or separately on its letterhead.

The Contract Performance Security may also be submitted in the form of 'crossed payee accounts only' Demand Draft/ Banker's Cheque in favour of (Solar Energy Corporation of India Limited).

b) The Contract Performance Security has to cover the entire contract value including extra works/ services also. As long as the Contract Performance Security submitted at the time of award takes care the extra works/ services executed and total executed value are within the awarded contract price, there is no need for additional Contract Performance Security. As soon as the total executed value is likely to burst the ceiling of awarded contract price, the contractor

should furnish additional Contract Performance Security on proportionate basis of the percentage for the additional amount in excess to the original contract value. The Contract Performance Security shall be towards faithful performance of the contractual obligations and performance of equipment.

c) Further, any delay beyond 14 (Fourteen) working days shall attract interest @ 1.25% per month on the total Contract Performance Security amount, calculated on pro-rata basis accordingly. Owner at its sole discretion may cancel the LOA & take necessary action, in case Contract Performance Security is not submitted within 28 (Twenty-Eight) days from issuance of LOA. However, total project completion period shall remain same. **Part Security shall not be accepted.**

d) If the Contractor/ Sub-Contractor or their employees or the Contractor's agents and representatives shall damage, break, deface or destroy any property belonging to the Employer or others during the execution of the Contract, the same shall be made good by the Contractor at his own expenses and in default thereof, the Engineer-in-Charge may cause the same to be made good by other agencies and recover expenses from the Contractor (for which the certificate of the Engineer-in-Charge shall be final).

e) All compensation or other sums of money payable by the Contractor to the Owner under terms of this Contract may be deducted from or paid by the encashment or sale of a sufficient part of his Contract Performance Security or from any sums which may be due or may become due to the Contractor by the Owner of any account whatsoever and in the event of his Contract Performance Security being reduced by reasons of any such deductions or sale of aforesaid, the Contractor shall within 10 (Ten) days thereafter make good in cash, bank drafts as aforesaid any sum or sums which may have been deducted from or realized by sale of his Contract Performance Security, or any part thereof. No interest shall be payable by the Owner for sum deposited as Contract Performance Security.

Contract Performance Security submitted shall be released to the Contractor without any interest not later than 02 years and 03 (Three) months after the successful Placement of LoA/PO for Procurement & Deployment of Visitor Management System with 02 (Two) years support Services at Solar Energy Corporation of India Limited (SECI OFFICE), New Delhi

42. Termination of contract

42.1 Termination of Contract in Case of Liquidation/ Bankruptcy etc.

If the Contractor shall dissolve or become bankrupt or insolvent or cause or suffer any receiver to be appointed of his business or any assets thereof compound with his Creditors, or being a corporation commence to be wound up, not being a member's voluntary winding up for the purpose of amalgamation or reconstruction, or carry on its business under a Receiver for the benefits of its Creditors any of them, Owner shall be at liberty :- To terminate the

contract forthwith upon coming to know of the happening of any such event as aforesaid by notice in writing to the Contractor or to give the Receiver or liquidator or other person, the option of carrying out the contract subject to his providing a guarantee up to an amount to be agreed upon by Owner for due and faithful performance of the contract.

42.2 Termination of Contract for Non-Performance and Subsequently Putting the Contractor on Banning List:

In case of termination of Contract herein set forth except under conditions of Force Majeure and termination after expiry of contract, the Contractor shall be put under Banning List [i.e. neither any enquiry will be issued to the party by Employer/ Owner against any type of tender nor their offer will be considered by Employer/ Owner against any ongoing tender(s) where contract between Employer/ Owner and that particular Contractor (as a Bidder/Agency) has not been finalized] for a period as decided by the Employer/ Owner to such Contractor.

43. Liquidated Damages (LD)

43.1 Subject to Force Majeure Clause, if the Contractor fails to comply with in the Time for successful completion of assigned work in accordance with the Technical Specification of the RfP, then the Contractor shall pay to the Owner a sum equivalent to half percent (0.5%) per week of the Contract Price for the assigned work as liquidated damages for such default and not as a penalty, without prejudice to the Owner's other remedies under the Contract subject to the maximum limit of five percent (05%) of Contract Price for the assigned work. The Owner may, without prejudice to any other method of recovery, deduct the amount of such damages from any amount due or to become due to the Contractor. The payment or deduction of such damages shall not relieve the Contractor from his obligation to complete the Works, or from any other of his obligations and liabilities under the Contract. Once the maximum limit is reached, Owner may consider the termination of contract or may have the discretion of getting executed the work from the contractor with the maximum limit of Liquidated damages. Any such recovery on account of the Liquidated damages can be done from the running bills of the contractor by Owner.

43.2 The Owner shall as an alternative to the Liquidated Damages at its option, get work executed from elsewhere at the risk and cost of the Contractor irrespective of the fact whether the scope of Contract is identical to the original scope of Contract and in case the Owner chooses the alternative course as mentioned, it will be entitled to recover compensation/ damages from the Contractor irrespective of maximum limit prescribed under Clause 43.1.

43.3 The Owner may by giving (01) one month notice to the Contractor cancel the Contract without prejudice to the Owner's right under Clauses 43.1 and 43.2 any other provisions contained in the Contract to determine the Contract and claim damaged from the Contractor.

43.4 The Contractor shall not raise the question of proving actual loss suffered by the Owner consequent on the said delay in Completion.

44. Rights of the Owner to forfeit Contract Performance Security

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Whenever any claim against the Contractor for the payment of a sum of money arises out or under the Contract, the Owner shall be entitled to recover such sum by appropriating in part or whole the Contract Performance Security of the Contractor. In the event of the security being insufficient or if no security has been taken from the Contractor, then the balance or the total sum recoverable, as the case may be shall be deducted from any sum then due or which at any time thereafter may become due to the Contractor. The Contractor shall pay to the Owner on demand any balance remaining due.

45. Termination of Contract. SECI shall have the right to terminate this Contract in part or in full in any of the following cases, if:-

- (a) The service of Visitor Management System is not available for more than 7 days for the reasons attributable to the Contractor.
- (b) The Contractor is declared bankrupt or becomes insolvent or supplies sub-standard material/consumables.
- (c) For any other reasons which is in the opinion of SECI warrants cancellation of contract award.

46. PAYMENT SCHEDULE

The Agency has to maintain the records of machine maintenance and duly signed delivery challans of material / consumables by SECI authorized official should be sent to SECI along with monthly bill.

Sl. No.	Item Description	
1	Development and deployment of Visitor Management System at SECI	100% payment will be released on submission of invoice within 30 days after successful Go-Live
2	Two years technical support from the date of Go-Live with SMS charges (up to one lac)	Paid half-yearly against submission of invoice with 30 days after end of quarter

Notes:

- a) Payment shall be made against submission of Original Invoice subject to verification & acceptance by SECI Official (IT division) and no advance payment will be allowed.
- b) All the payment shall be released from Owner's Head Office, SECI, New Delhi, upon submission of Original Documents as mentioned against each Payment Milestones.
- c) ***Bidder/Agency must quote the price in enclosed SOR formats only. The formats shall not be changed and/ or retyped. For any deviation to the SOR/Financial Proposal format, bid is liable for rejection.***
- d) Any variation or change in the quantity of the work shall be paid only after the confirmation from SECI official in written.
- e) Payment will be released through RTGS/NEFT/IMPS in the name of Contractor.

46. Indemnity Bond.

The successful Bidder/Agency shall submit an indemnity bond, indemnifying SECI from the following, on a stamp paper of Rs. 100 duly signed by the authorized signatory within 10 working days from the date of work order, and before commencement of work at site:

- (a) Any third party claims, civil or criminal complaints /liabilities, site mishaps, fire hazards and other accidents including death of any person/s or dispute and /or damages occurring, or arising out of any mishaps at site due to his/his employee/representative fault or negligence.
- (b) All claims, demands, actions, proceedings, losses, damages, liabilities, cost, charges, expenses or obligations that are occasioned to or may occasion to the Contractor as a result of nonpayment of any statutory dues levied/Taxes e.g. leviable on the Contractor or the Contractor committing breach of any of the rules, regulations, orders, directives, instructions that may be issued by any authority under the Central Government/State Govt. or any statute or law for the time being in force.
- (c) Any damages, loss, death or expenses due to or resulting from any negligence or breach of duty on his/his employee/representative part.

General Requirements:

1. Design, Develop, Test and Deployment of Visitor Management System and two years technical support from date of Go-Live.
2. Developed VMS will be deployed in SECI environment. Required hardware such as server, desktop computers will be provided by SECI.
3. For successful operation of the VMS application, software license (required if any) will be in the scope of vendor.
4. Design the User Interface and User Experience to ensure that the service is user friendly.
5. Design of consistent visual elements and application architecture that is scalable and expandable.
6. The solution architecture should be able to address the future scalability requirements, in terms of both application (to add new services) and infrastructure and backend (adding more users).
7. Design wireframe for the required application and conduct meetings with SECI team to analyse the requirements and agree on the UI and user interaction.
8. Data should be kept confidential and only shared with SECI.
9. The bidder shall provide upgrades/patches etc. if required for the same without any additional cost till end of technical support.
10. The vendor will provide support for troubleshooting and bug fixing till the support period.
11. All required support & services for implementation, smooth operation and maintenance of all the components of the application developed/to be developed will be part of the Project.
12. Application should be easily customizable and easy to administer & connect to the Database.
13. Must provide customer support availability 24/7/365 via phone or email.
14. Dashboard should support each of the following browsers i.e. Internet explorer, Chrome, Firefox & Safari.
15. Development & testing environment/infrastructure (i.e. including hardware & software, etc.) to be provided and maintained by successful bidder till the project goes on technical support of two years after successful go-live.
16. Selected agency will update whenever necessary and will maintain totally, ensuring uptime of 99.5%.

(Signature of Bidder/Agency)

Place : Name

Date:

Designation

FORMS & FORMATS

Format-I

Covering Letter

(The covering letter should be on the Letter Head of the Bidding Company)

Date: _____

Reference No: _____

From: _____ (Insert name and address of Bidding Company)

Tel. #:

Fax #:

E-mail address#

To

**Solar Energy Corporation of India Limited
1st Floor, D-3, Wing A, Prius Platinum Building,
District Centre, Saket, New Delhi – 17**

Sub: Response to Bid Document No-----dated ---- for Bid document for
..... at SECI.

Dear Sir,

We, the undersigned [*insert name of the 'Bidder/Agency'*] having read, examined and understood in detail the Bid Document hereby submit our response to Bid Document. We confirm that in response to the aforesaid Bid Document, we including have not submitted more than one response to Bid Document including this response to bid Document. We are submitting application for Agency for at SECI.

1. We give our unconditional acceptance to the Bid Document, dated [*Insert date in dd/mm/yyyy*], issued by SECI. In token of our acceptance to the Bid Document, the same have been initialled by us and enclosed with the response to bid Document.
2. We have enclosed Bid Processing Fees of Rs....., in the form of DD/ Bankers Cheque[*Insert DD/Bankers Cheque number*] dated [*Insert date of DD/Bankers Cheque*].
3. We have submitted our response to Bid Document strictly as per (Forms & Formats) of this Bid Document, without any deviations, conditions and without mentioning any assumptions or notes in the said Formats.
4. We hereby unconditionally and irrevocably agree and accept that the decision made by SECI in respect of any matter regarding or arising out of the bid Document shall be binding on us. We hereby expressly waive and withdraw any deviations and all claims in respect of this process.

5. Familiarity with Relevant Indian Laws & Regulations:

We confirm that we have studied the provisions of the relevant Indian laws and regulations as required to enable us to submit this response to Bid Document, in the event of our selection as Successful Bidder/Agency.

6. We are enclosing herewith our response to the bid Document with formats duly signed as desired by you in the Bid Document for your consideration.

7. It is confirmed that our response to the Bid Document is consistent with all the requirements of submission as stated in the Bid Document and subsequent communications from SECI.

8. The information submitted in our response to the Bid Document is correct to the best of our knowledge and understanding. We would be solely responsible for any errors or omissions in our response to the Bid Document.

9. We hereby declare that our company has not been debarred / black listed by any Central/State Govt. Ministry or Department/Public Sector company/Government autonomous body.

10. We confirm that all the terms and conditions of our Bid are valid up to _____ (*Insert date in dd/mm/yyyy*) for acceptance (i.e. a period of one hundred eighty (180) days from the date of opening of bid).

11. Contact Person

Details of the representative to be contacted by SECI are furnished as under:

Name :
Designation:
Company :
Address :
Phone Nos.:.....
Mobile Nos.:
Fax Nos. :
E-mail address:

12. We have neither made any statement nor provided any information in this Bid, which to the best of our knowledge is materially inaccurate or misleading. Further, all the confirmations, declarations and representations made in our Bid are true and accurate. In case this is found to be incorrect after our selection as Successful Bidder/Agency, we agree that the same would be treated as a Seller's event of default.

Dated the _____ day of _____, 20...

Thanking you,

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Yours faithfully,

(Name, Designation and Signature of Authorized Person)

Format-II

GENERAL PARTICULARS OF THE BIDDER/AGENCY

Name of the Consulting Agency/Firm (Bidder/Agency)	
Registered Office Address	
Address of the Bidder/Agency	
E-mail	
Web site	
Authorized Contact Person(s) with name, designation Address and Mobile Phone No., E-mail address/ Fax No. to whom all references shall be made	
Year of Incorporation	
Have the Bidder/Agency/Company ever been debarred By any Govt. Dept. / Undertaking for undertaking any work.	
Bank Details (Name, Account No, IFSC Code)	
PAN No	
Whether the Bidder/Agency/company is having any conflict of interest from participating in the proposed empanelment	Yes No
GST ID (Proof to be submitted – GST No acknowledgement OR Email from Gol)	
GSTN Address	

(Signature of Authorized Signatory)

Format-III

PROFORMA OF BANK GUARANTEE FOR CONTRACT PERFORMANCE SECURITY

*(To be stamped in accordance with Stamp Act, the Non-Judicial Stamp Paper of Appropriate Value
should be in the name of the issuing Bank)*

Bank Guarantee No.:

Date:

LOA/ Contract No.....

..... *[Name of Contract]*

To:

[INSERT NAME & ADDRESS OF THE OWNER]

Dear Sir / Madam,

We refer to the Contract ("the Contract")

signed on*(insert date of the Contract)* between you and M/s *(Name of Contractor)*,

(or)

vide notification of award issued on *(insert date of the notification of award)* by you to M/s *(Name of Contractor)* having its Principal place of business at *(Address of Contractor)* and Registered Office at *(Registered address of Contractor)* ("the Contractor") concerning *(Indicate brief scope of work)* for the complete execution of the *(insert name of Package alongwith name of the Project)*

By this Bank Guarantee, we, the undersigned, *(insert name & address of the issuing bank)*, a Bank (which expression shall include its successors, administrators, executors and assigns) organized under the laws of and having its Registered/Head Office at *(insert address of registered office of the bank)* do hereby irrevocably guarantee payment to you up to i.e., ten percent (3%) of the Contract Price until 02 (Two) Years and 03 (Three) months from the date of issue of Letter of Award (LOA)/Purchase Order (PO)" i.e., upto and inclusive of *(dd/mm/yy)*.

We undertake to make payment under this Bank Guarantee upon receipt by us of your first written demand signed by your duly authorized officer or authorized officer of the Owner declaring the Contractor to be in default under the Contract and without cavil or argument any sum or sums within the above-named limits, without your need to prove or show grounds or reasons for your demand and without the right of the Contractor to dispute or question such demand.

Our liability under this Bank Guarantee shall be to pay to you whichever is the lesser of the sum so requested or the amount then guaranteed hereunder in respect of any demand duly made hereunder prior to expiry of the Bank Guarantee, without being entitled to inquire whether or not this payment is lawfully demanded.

This Bank Guarantee shall remain in full force and shall be valid from the date of issuance until 02 (Two) Years and 03 (Three) months from the date of issue of Letter of Award (LOA)/Purchase Order (PO)" i.e. upto and inclusive of (dd/mm/yy) and shall be extended from time to time for such period (not exceeding one year), as may be desired by M/s Solar Energy Corporation of India Limited on whose behalf this Bank Guarantee has been given.

Except for the documents herein specified, no other documents or other action shall be required, notwithstanding any applicable law or regulation.

Our liability under this Bank Guarantee shall become null and void immediately upon its expiry, whether it is returned or not, and no claim may be made hereunder after such expiry or after the aggregate of the sums paid by us to you shall equal the sums guaranteed hereunder, whichever is the earlier.

All notices to be given under shall be given by registered (airmail) posts to the addressee at the address herein set out or as otherwise advised by and between the parties hereto.

We hereby agree that any part of the Contract may be amended, renewed, extended, modified, compromised, released or discharged by mutual agreement between you and the Contractor, and this security may be exchanged or surrendered without in any way impairing or affecting our liabilities hereunder without notices to us and without the necessity for any additional endorsement, consent or guarantee by us, provided, however, that the sum guaranteed shall not be increased or decreased.

No action, event or condition which by any applicable law should operate to discharge us from liability hereunder shall have any effect and we hereby waive any right we may have to apply such law so that in all respects our liability hereunder shall be irrevocable and, except as stated herein, unconditional in all respects.

Notwithstanding anything contained herein:

1. Our liability under this Bank Guarantee shall not exceed _____ (value in figures)
_____ [_____ (value in words) _____].

Procurement & Deployment of Visitor Management System with 02 (Two) years support Services at Solar Energy Corporation of India Limited (SECI OFFICE), New Delhi	No. SECI/C&P/RfP/VMS/032021	Page 43 of 52
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**Procurement & Deployment of Visitor Management System with 02 (Two) years support Services
at Solar Energy Corporation of India Limited (SECI OFFICE), New Delhi**



2. This Bank Guarantee shall be valid upto _____ (validity date) _____.
3. We are liable to pay the guaranteed amount or any part thereof under this Bank Guarantee only & only if we receive a written claim or demand on or before _____ (validity date) _____."

For and on behalf of the Bank

[Signature of the authorised signatory(ies)]
Signature_____

Name_____

Designation_____

POA Number_____

Contact Number(s): Tel._____ Mobile_____

Fax Number_____

email _____

Common Seal of the Bank_____

Witness:

Signature_____

Name_____

Address_____

Contact Number(s): Tel._____ Mobile_____

email _____

Note :

1. For the purpose of executing the Bank Guarantee, the non-judicial stamp papers of appropriate value shall be purchased in the name of Bank who issues the 'Bank Guarantee'.

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2. The Bank Guarantee shall be signed on all the pages by the Bank Authorities indicating their POA nos. and should invariably be witnessed.
3. The Bank Guarantee should be in accordance with the proforma as provided. However, in case the issuing bank insists for additional paragraph regarding applicability of ICC publication No: 758, the following may be added at the end of the proforma of the Bank Guarantee [*i.e., end paragraph of the Bank Guarantee preceding the signature(s) of the issuing authority(ies) of the Bank Guarantee*]:

“This Guarantee is subject to Uniform Rules for Demand Guarantee, ICC publication No. 758 except that article 15(a) is hereby excluded.”

Format-IV

NA

Format-V

FINANCIAL PROPOSAL

(On Bidder/Agency's letter head)

Ref.No. _____

Date: _____

From: _____ (Insert name and address of Bidding Company/ Lead Member of Consortium)

Tel. #:

Fax #:

E-mail address#

To

Solar Energy Corporation of India Limited

D - 3, 1st Floor, Wing - A, Prius Platinum Building

District Centre, Saket, New Delhi - 110 017

Sub: Response to RfP No. No. SECI/C&P/RfP/VMS/032021 dated _____ for Selection of Agency for Procurement & Deployment of Visitor Management System with 02 (Two) years support Services at Solar Energy Corporation of India Limited (SECI OFFICE), New Delhi.

Dear Sir/ Madam,

I/ We, _____ (Insert Name of the Bidder/Agency) enclose herewith the Financial Proposal for selection of my/ our firm for _____ state (Insert name of the particular state for which financial proposal is submitted by the Bidders/Agencies) in India.

I/ We agree that this offer shall remain valid for a period of 180 (One Hundred and Eighty) days from the due date of submission of the response to RfP such further period as may be mutually agreed upon.

Dated the _____ day of _____, 20....

Thanking you,

We remain,

Yours faithfully,

PRICE BID FOR Procurement & Deployment of Visitor Management System with 02 (Two) years support Services at Solar Energy Corporation of India Limited (SECI OFFICE), New Delhi

S.No.	Item Description	Amount (In INR)	Applicable GST (In INR)	Total Amount inclusive of all taxes (in INR)
1	Development and deployment of Visitor Management System at SECI-Delhi Office for one location.			
2	Two years technical support from the date of Go-Live with SMS charges Up to 1 Lac SMS.			

Note:

1. Application charges is inclusive of Support charges.
2. The above quoted rates will remain valid for a period of Two year

Name, Designation, Seal and Signature of Authorized Person in whose name Power of Attorney/ Board Resolution/ Declaration.

Notes:

- a) The Bidder/Agency has to quote in the prescribed price bid format only. Quoting in any other manner will summarily be liable for rejection.
- b) Tender with over written or erased, illegible rate or rates not shown in figures and words will be liable for rejection.
- c) All Goods & Service Tax (GST) components [applicable for both Centre and state] payable by the Bidder/Agency under the Contract, or for any other cause, shall be mentioned as per the Price bid format mentioned above

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- d) Price quoted by the Bidder/Agency shall remain FIRM and Fixed and valid until completion of the Contract and will not be subject to variation on any account by the Bidder/Agency.
- e) Payment will be made against achievement of the payment milestones mentioned and no advance payment will be allowed.
- f) Variation in taxes, duties, levies etc. after award of job but within the Time schedule as mentioned in TENDER shall be to the account of SECI. Any variation in taxes, duties, levies etc. beyond Time schedule shall be to BIDDER/AGENCY's account. In case of statutory variation in GST during currency of the Contract, the Bidder/Agency shall submit a copy of the 'Government Notification' to evidence the rate as applicable on the date of submission of Bid and on the date of revision. Claim for payment of GST / Statutory variation in GST, should be raised within two [02] months from the date of issue of 'Government Notification' for payment of differential (in %) GST, otherwise claim in respect of above shall not be entertained for payment of arrears.

Format-VIII

"NO DEVIATION" CONFIRMATION

To,

M/s SOLAR ENERGY CORPORATION OF INDIA LIMITED

SUB:

BID NO:

Dear Sir,

We understand that any 'deviation / exception' in any form may result in rejection of Bid. We, therefore, certify that we have not taken any 'exception / deviation' anywhere in the Bid and we agree that if any 'deviation / exception' is mentioned or noticed, our Bid may be rejected.

Place:

Date:

[Signature of Authorized Signatory of Bidder/Agency]

Name:

Designation:

Seal:

Format-IX

List of Banks

1. SCHEDULED COMMERCIAL BANKS	2. OTHER PUBLIC SECTOR BANKS
SBI AND ASSOCIATES	1. IDBI Bank Ltd.
1. State Bank of India	3. FOREIGN BANKS
2. State Bank of Indore	1. Bank of America NA
	2. Bank of Tokyo Mitsubishi UFJ Ltd.
	3. BNP Paribas
	4. Calyon Bank
	5. Citi Bank N.A.
	6. Deutsche Bank A.G
NATIONALISED BANKS	7. The HongKong and Shanghai Banking Corpn. Ltd.
1. Allahabad Bank	8. Standard Chartered Bank
2. Andhra Bank	9. Societe Generale
3. Bank of India	10. Barclays Bank
4. Bank of Maharashtra	11. Royal Bank of Scotland
5. Canara Bank	12. Bank of Nova Scotia
6. Central Bank of India	13. Development Bank of Singapore (DBS, Bank Ltd.)
7. Corporation Bank	14. Credit Agricole Corporate and Investment Bank
8. Dena Bank	4. SCHEDULED PRIVATE BANKS

**Procurement & Deployment of Visitor Management System with 02 (Two) years support Services
at Solar Energy Corporation of India Limited (SECI OFFICE), New Delhi**



9. Indian Bank	1. Federal Bank Ltd.
10. Indian Overseas Bank	2. ING Vysya Bank Ltd.
11. Oriental Bank of Commerce	3. Axis Bank Ltd.
12. Punjab National Bank	4. ICICI Bank Ltd.
13. Punjab & Sind Bank	5. HDFC Bank Ltd.
14. Syndicate Bank	6. Yes Bank Ltd.
15. Union Bank of India	7. Kotak Mahindra Bank
16. United Bank of India	8. IndusInd Bank Ltd
17. UCO Bank	9. Karur Vysya Bank
18. Vijaya Bank	10. IDFC
19. Bank of Baroda	11. RBL
	12. South Indian Bank

The Bank Guarantees (PBG) issued by any Scheduled Commercial Banks as per RBI shall be acceptable