

**Request for Expression of Interest (REoI)**  
**For selection of professional agency for development and Implementation of ERP**  
**Solution**



सर्वेषां विकासाय

12 September 2020

**Issued By**

**State Infrastructure and Industrial Development Corporation of  
Uttarakhand Limited (SIIDCUL)**

**Regd. Office: 29, IIE (IT Park), Sahastradhara Road, Dehradun,  
Uttarakhand, India: 248001 | Phone: 0135-2708100 / 2608092**

## **NOTICE INVITING EoI**

**FOR**

### **Selection of professional agency for development and Implementation of ERP Solution**

SIIDCUL, which is a Government of Uttarakhand Enterprise, was incorporated as a Limited Company in the year 2002 by Government of Uttarakhand. It was established primarily with an objective of providing overall industrial development of the state by developing necessary infrastructure and industrial Estate in the state of Uttarakhand directly or through special purpose vehicles, investments assisted companies etc.

SIIDCUL has developed 7 world Integrated Industrial Estate (IIEs) facilitating and promoting industrial and economic development. IIEs have industrial, Institutional, commercial and residential facilities incorporated within ensuring access to hospital, schools, banks, malls and hotels.

State Infrastructure and Industrial Development Corporation of Uttarakhand Limited (SIIDCUL) invites expression of interest from reputed firms of national and international repute for the above-mentioned engagement.

The EoI can be downloaded from the website <https://www.siidcul.com/> or <http://uktenders.gov.in> Response to this Request for Expression of Interest (REoI) shall be deemed to have been done after careful study and examination of this document with full understanding of its implications.

The last date of submission of EoI is **26 October 2020 02.00PM**. The Submission will be accepted through online mode only at <http://uktenders.gov.in>.

The bidder will be selected as per **QCBS method (80:20)** in accordance with the procedures of Uttarakhand Procurement Rules, 2017 along with all subsequent amendments.

Any Addendum / Corrigendum including any date extension and clarifications will be uploaded only on [www.uktenders.gov.in](http://www.uktenders.gov.in) / <https://www.siidcul.com/> and will not be published in newspapers. Hence, interested bidder should regularly visit these websites to keep them abreast with the latest developments.

Issuer

**Managing Director**

**State Infrastructure and Industrial Development Corporation of Uttarakhand Limited  
(SIIDCUL)**

**29, IIE (IT Park), Sahastradhara Road, Dehradun**

**Uttarakhand, India**

## **Instruction to bidders for Online Bid Submission**

1. All the interested bidders are required to obtain Digital Signature certificate (DSC) from one of the authorized Certifying Authorities (CA).
2. Bids shall be submitted online on the same e-GPS portal i.e. <http://www.uktenders.gov.in> after signing them electronically using a Digital Signature Certificate (DSC) within the stipulated time as mentioned in tender time schedule (Key Dates). Online bids, ready for submission/upload, shall include bidding document, scanned copy of Cost of bidding document, Earnest Money Deposit & all the supporting Documents in support of qualification other than rates filled by the bidder in BOQ.
3. The instructions given below are meant to assist the bidders in registering on portal i.e. <http://www.uktenders.gov.in>, prepare their bids in accordance with the requirements and submitting their bids online on the Portal. More information useful for submitting online bids on the Portal may be obtained at: <http://www.uktenders.gov.in>.

### **REGISTRATION:**

1. The bid document shall be published on <http://www.uktenders.gov.in> on the time mentioned in the tender time schedule.
2. All the interested bidders are required to obtain Digital Signature certificate (DSC) from one of the authorized Certifying Authorities (CA).
3. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
4. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
5. The bidder should check the system generated confirmation statement on the status of the submission.
6. The bidder should upload sufficiently ahead of the bid closure time to avoid traffic rush and failure in the network.
7. The tender inviting officer is not responsible for any failure malfunction, or breakdown of the electronic system used during the e-procurement process.
8. The bidder will not be able to submit his/her bid after expiry of the date & time of submission of bid (server time). The date & time of bid submission shall remain unaltered even if the specified date of submission of bids declared as a holiday for the officer inviting the bid.
9. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
10. Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.
11. For any technical related queries please call the Helpdesk. The 24 x 7 Help Desk Number is 0120-4200462, 0120-4001002.

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## 1. Invitation

The information contained in this request for expression of interest (hereinafter referred to as “REoI” document provided to the bidders, by State Infrastructure and Industrial Development Corporation of Uttarakhand Limited (SIIDCUL)(hereinafter referred to as the “DEPARTMENT”), or any of their employees or advisors, is provided to the Bidder(s) on the terms and conditions set out in this REoI document and all other terms and conditions subject to which such information is provided.

<b>REoI Document Publishing Date</b>	12 September 2020 (Saturday)
<b>Website for Downloading Tender Documents</b>	<a href="http://www.siidcul.com">www.siidcul.com</a> / <a href="http://uktenders.gov.in">http://uktenders.gov.in</a>
<b>Last date for receiving Queries</b>	22 September 2020 (Tuesday)
<b>Date of Pre-Bid Meeting</b>	26 September 2020 (Saturday) 12:00 PM
<b>Response to queries</b>	03 October 2020 (Saturday)
<b>EoI Submission Due Date (Online Only)</b> At <a href="http://uktenders.gov.in">http://uktenders.gov.in</a>	26 October 2020 (Monday) – 02.00 PM
<b>EoI Opening Date</b>	26 October 2020 (Monday) – 03.00 PM
<b>Contact Details</b>	State Infrastructure and Industrial Development Corporation of Uttarakhand Limited (SIIDCUL) <b>Regd. Office:</b> 29, IIE (IT Park), Sahastradhara Road, Dehradun, Uttarakhand, India - 248001 Phone: 0135-2708100 / 2608092 / +91 – 7055319941 (Manager IT) Email: <a href="mailto:manageritsiidcul@gmail.com">manageritsiidcul@gmail.com</a>

Note:

1. The DEPARTMENT reserves the right to change any schedule of bidding process. Please visit DEPARTMENT website mentioned in the document regularly for the same.
2. Proposals must be received not later than time, date, venue mentioned in the Fact Sheet.
3. Proposals that are received after the deadline WILL NOT be considered in this procurement process.
4. The Pre-Bid queries raised against this EoI, will be accepted through email only at [manageritsiidcul@gmail.com](mailto:manageritsiidcul@gmail.com). Any other mode of communication will not be accepted.

## **2. Background**

### **2.1. About Uttarakhand**

Uttarakhand was formed on 9th November 2000 as the 27th State of India, when it was carved out of northern Uttar Pradesh. Located at the foothills of the Himalayan mountain ranges, it is largely a hilly State, having international boundaries with China (Tibet) in the north and Nepal in the east. On its north-west lies Himachal Pradesh, while on the south is Uttar Pradesh. The state is divided into two divisions, Kumaon and Garhwal, with 13 districts. The capital of Uttarakhand is Dehradun, which is also a railhead and the largest city in the region.

The State is rich in natural resources especially water and forests with many glaciers, rivers, dense forests and snow-clad mountain peaks. Besides, the State is also gifted with almost all major climatic zones, good rainfall, good rail and road communication, technical educational facilities, research laboratories, management institutes, etc.

### **2.2. About SIIDCUL**

SIIDCUL, which is a Government of Uttarakhand Enterprise, was incorporated as a Limited Company in the year 2002 by Government of Uttarakhand. It was established primarily with an objective of providing overall industrial development of the state by developing necessary infrastructure and industrial in the state of Uttarakhand directly or through special purpose vehicles, investments assisted companies etc.

SIIDCUL has developed 7 world Integrated Industrial Estate (IIEs) facilitating and promoting industrial and economic development. These IIEs have industrial, Institutional, commercial and residential facilities incorporated within, ensuring access to hospital, schools, banks, malls and hotels.

SIIDCUL is in the process of selection of professional agency for development and Implementation of ERP Solution. The objective of this engagement is to streamline, integrate and standardize the business processes and the overall operation.

### **2.3. Objectives of Implementing ERP Solution**

SIIDCUL envisages the following benefits from implementing this ERP solution:

- Standardize and strengthen its key functions and processes, mapping its key business processes with ERP solution.
- Improvement of service delivery
- Better forecasting and reporting using business analytics
- To have single framework in terms of information stored in systems and visibility to management for tactical and strategic decisions.
- To automate functional operations using workflows and electronic approval process

## 2.4. Existing Hardware Specifications

S. No.	Existing Hardware	Specifications
1	Server 1	RAM: 16 GB OS: Windows server 2012 Network Card: 4 HDD: 1 TB Processor: Intel (R) Xeon CPU E5-24070 @ 2.20 GHz System Type: 64 bit
2	Server 2	RAM: 16 GB OS: Windows server 2012 Network Card: 4 HDD: 1 TB Processor: Intel (R) Xeon CPU E5-24070 @ 2.20 GHz System Type: 64 bit
3	Server 3	RAM: 16 GB OS: Windows server 2008 R2 Network Card: 4 HDD: 250 GB Processor: Intel (R) xeon CPU x3430 2.40 GHz System Type: 64 bit

## 2.5. Existing Software Details

S. No	Name	Service / Functional Details
1.	BPMS	<ul style="list-style-type: none"> <li>Land Allotment Process for Investors</li> <li>Other Services Provided by SIIDCUL for Industrial, Residential, Commercial and Institutional Plots.</li> </ul>
2.	HRMS	<ul style="list-style-type: none"> <li>Employee information</li> <li>Leave management</li> <li>Tour Management</li> <li>Salary Slip Generation</li> </ul>
3.	File Tracking System	<ul style="list-style-type: none"> <li>File No. Generation through system</li> <li>Tracking of File movement</li> </ul>
4.	Tally	<ul style="list-style-type: none"> <li>Financial &amp; Accounting</li> </ul>

### 3. Scope of Work

The tentative Scope of Work for the proposed engagement will primarily consist of developing and maintaining the following systems:

1. SIIDCUL Services
2. Project Management System
3. Operation & Maintenance Management System
4. Finance Accounting Management system
5. Human Resource Management System
6. Procurement Management System
7. Land and Asset Management System
8. File Management System
9. Dak & Dispatch Management System
10. Stores & Inventory Management System
11. Legal Case Management System
12. Grievance and Query Management System
13. RTI Management System
14. Integration with external applications like Single Window, CM Helpline, Invest India etc.

The detailed scope and team composition would be defined in the RFP stage.

**The bidder is required to propose the platform to develop ERP solution for SIIDCUL. The bidder is also required to provide the hardware requirement for the Proposed ERP platform.**

**(As per FORM – 5)**



#### 4. Criteria for Short listing

The bidder must possess the requisite experience, strength and capability in providing the services necessary to meet the requirements as described in the tender documents. The bidder must also possess the technical know-how and the financial wherewithal that would be required to successfully provide the services of 'Development and Implementation of ERP Solution' sought by the SIIDCUL for the entire period of the contract. The invitation to this REoI is open to all bidders who qualify the eligibility criteria as given below:

S. No.	Criteria	Documentary Evidence	Forms to be referred
1.	<p><b>Legal Entity</b></p> <p>The Bidder should be a single business entity (Any kind of JV/Consortium is not allowed) for the purpose of this invitation for RFP document. A business entity shall mean a Company registered in India under the Companies Act or a Partnership Firm registered under the Partnership Act or a Limited Liability Partnership registered under the LLP act of 2008 and operating for at least <b>05 years</b> in IT/ITes sector.</p>	<ol style="list-style-type: none"> <li>1. Copy of Certificate of Incorporation</li> <li>2. Copy of GST registration certificate</li> <li>3. Copy of PAN Card</li> </ol>	<b>FORM - 1</b>
2.	<p><b>Financial Turnover</b></p> <p>The firm should have a minimum average annual turnover of <b>INR 25 crore</b> from IT / ITes services in the previous three financial years (FY 2016-17, 2017-18 &amp; 2018-19) or (FY 2017-18, 2018-19 and 2019-20)</p>	Certificate from statutory auditor or CA /audited financial statements for the three previous Financial years(FY 2016-17, 2017-18& 2018-19)or (FY 2017-18, 2018-19 and 2019-20)	<b>FORM - 2</b>
3.	<p><b>Bidder's Experience:</b></p> <p>The Bidder should have experience following areas in the last <b>05 years:</b></p> <ul style="list-style-type: none"> <li>▪ Minimum two projects of similar nature not less than the <b>INR 01 Crore</b></li> </ul> <p>(Similar nature projects are defined as ERP solutions developed for Private organization/ Government/ PSUs etc.)</p>	Completion Certificates from the client / Work Order and Self-Certificate of Completion	<b>Form - 3</b>
4.	<b>Certifications</b>	Copy of certificate	-

S. No.	Criteria	Documentary Evidence	Forms to be referred
	The bidder should have a valid ISO 9001:2015 (Quality Management System), ISO 27001:2013 (Information Security) and CMMi Level 3 & above certification as on date of submission of this bid.		
5.	<b>Blacklisting</b> The bidder should not have been blacklisted/ banned / debarred by any State/Central Government or their agencies in last <b>05 years</b>	Self-certification  Falsification and non-disclosure will lead to disqualification from the evaluation process.	<b>FORM - 4</b>

## 5. Evaluation Process

- i. The DEPARTMENT will constitute a Proposal Evaluation Committee to evaluate the responses of the bidders.
- ii. The Proposal Evaluation Committee constituted by the DEPARTMENT shall evaluate the responses to the REoI and all supporting documents / documentary evidence. Inability to submit requisite supporting documents / documentary evidence, may lead to rejection.
- iii. The decision of the Proposal Evaluation Committee in the evaluation of responses to the REoI shall be final. No correspondence will be entertained outside the process of evaluation with the Committee.

## 6. Instruction to the Bidders

### 1.1. Submission of REoI Responses

EoI shall be submitted online only on <http://uktenders.gov.in>, with clearly specifying details required as per forms provided in Annexure – 1 for Short listing Criteria. The evaluation will be done by the Evaluation Committee based on the documents submitted online.

### 1.2. EoI Preparation Costs

The bidder shall be responsible for all costs incurred in connection with participation in the REoI process, including, but not limited to, costs incurred in conduct of informative and other diligence activities, participation in meetings/discussions/presentations, preparation of EoI, in providing any additional information required by the DEPARTMENT to facilitate the evaluation process and other costs related to the bid process. The DEPARTMENT will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

### 1.3. Language

The Proposal should be filled by the bidders in English language only. If any supporting documents submitted are in any language other than English, translation of the same in English language is to be duly attested by the Bidders. For purposes of interpretation of the documents, the English translation shall govern.

#### **1.4. Late Submissions**

- i. Hard copy of Eols for any reason whatsoever, will not be entertained and will be returned unopened.
- ii. The Eol submitted by telex/telegram/fax/e-mail etc. shall not be considered. No correspondence will be entertained on this matter.
- iii. The DEPARTMENT reserves the right to modify and amend any of the above-stipulated condition/criterion depending upon project priorities vis-à-vis urgent commitments.

#### **1.5. Contract Period**

For Four years (2 Year for Development and 2 years for Maintenance) from the date of signing of the Contract, subject to satisfactory performance of the successful bidder to be reviewed periodically, at least once in a month. The Contract may be extended on mutually agreed terms and conditions for further periods, but not exceeding in aggregate one year at a time.

#### **1.6. Facilities to be provided by department:**

- (i) All available data with SIIDCUL (Engagement Related only).
- (ii) Required permissions to visit the offices and sites.
- (iii) The Agency's team shall be based at Registered Office of SIIDCUL on full time / need basis.

SIIDCUL will provide space, printing facility, internet, transport (Project Related travelling with due approval from MD / GM SIIDCUL) and Furniture free of cost. However, the bidder should bear all other office expenses like computer system, transport (Office Commutation, Personal travel etc).

#### **7. Other Terms:**

- i. The DEPARTMENT, their employees and advisors make no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of the REol document.
- ii. The DEPARTMENT will issue the Request for Proposal (RFP) document only to the shortlisted bidders, as would be shortlisted based on this REol document. The detailed technical evaluation would be specified in the RFP document.

- iii. Right to reject any or all Expressions of Interest - Notwithstanding anything contained in this document, the Authority reserves the right to accept or reject any Eol and to annul the Selection Process and reject all Eols, at any time without any liability or any obligation for such acceptance, rejection or cancellation.
- iv. The Authority reserves the right to reject any Expression of Interest, if
  - a. At any time, a material misrepresentation is made or uncovered, or
  - b. The agency does not provide, within the time specified by the Authority, the supplemental information sought by the Authority for evaluation of the Expressions of Interest.
- v. At any time before the submission of Expression of Interest, the Authority may, whether at its own initiative or in response to a clarification requested by a potential bidder/s, amend the Eol by issuing an Addendum / Corrigendum, which shall be uploaded on website [www.uktenders.gov.in](http://www.uktenders.gov.in) & [www.siidcul.com](http://www.siidcul.com) only and also may extend the deadline for submission of Expressions of Interest.

## Annexure-I (Forms to be used for Submission of EOI Response)

### FORM - 1

#### Particulars of the Bidder

S. No.	Particular	Response
1.	Name of the Applicant	
2.	Correspondence Address	
3.	Registered Office Address	
4.	Date of Incorporation( <b>Copy of Certificate of incorporation to be enclosed</b> )	
5.	Constitution of Agency	Public / Private / LLP etc.
6.	GSTIN ( <b>Copy to be enclosed</b> )	
7.	PAN ( <b>Copy to be enclosed</b> )	
8.	Presence in India (Provide Addresses)	
9.	Details of contact person/s	
10.	Authorization letter for Signing of document( <b>Copy of Authorization letter to be enclosed</b> )	Power of Attorney/Board Resolution
11.	Any other details	

Name:

Designation:

Contact No.:

Email id:

Postal address:

(Seal &Signature of Authorized signatory)

**FORM - 2**  
**Financial Capacity of the Bidder**

Particulars	Amount (In INR Crore)			
	2016-17	2017-18	2018-19	2019-20
<p><b>Annual turnover</b>            The firm should have a minimum average annual turnover of <b>INR 25 crore</b> from IT / ITesservices in the previous three financial years (FY 2016-17, 2017-18 &amp; 2018-19) or (FY 2017-18, 2018-19 and 2019-20)</p> <p>(Turnover of sister concerns / affiliates would not be considered)</p>				
<b>Average Turnover for 3 years</b>				

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**(Signature of Authorized signatory)**

This is to certify that the above information has been examined by us on the basis of relevant documents & other relevant information and the information submitted above is as per record and as per details annexed.

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Signature, Address, Seal & Membership No. of Chartered Accountant

**FORM - 3**

**Experience of the bidder as per various conditions mentioned in Section 4**

<b>Assignment Name:</b>	<b>Approx. Value of Contract (in INR Crore):</b>
<b>Country:</b> <b>Location within Country:</b>	<b>Duration of Assignment (Months):</b>
<b>Name of Client:</b>	<b>Total no. of staff months:</b>
<b>Address of the Client:</b>	
<b>Start Date (Month/Year):</b>	<b>Completion Date (Month/Year):</b>
<b>Name of Senior Staff (Project Director/Coordinator, Team Leader) involved and Functions Performed:</b>	
<b>Detailed Narrative Description of the Project:</b>	
<b>Firm's Name:</b>	<b>Authorized Signature:</b>

Note:- Documents viz. Letter of Award/Agreement, duly certified by the authorized signatory of the bidding company/Chartered Accountant to be enclosed in support of projects.

**FORM -4**  
**Non-Blacklisting Certificate**  
**(To be Printed on Company Letter Head)**

**To**

**Date**

**Managing Director**

State Infrastructure and Industrial Development Corporation of Uttarakhand Limited (SIIDCUL)

**Address:**29, IIE (IT Park), Sahastradhara Road, Dehradun, Uttarakhand, India

**T.:** 0135-2708100 / 2608092 **F.:** Fax: 0135-2708109

**E.:** [gm@siidcul.com](mailto:gm@siidcul.com) | [manageritsiidcul@gmail.com](mailto:manageritsiidcul@gmail.com)

**Ref:**Request for Expression of Interest (REoI)For selection of professional agency for development and Implementation of ERP Solution for State Infrastructure and Industrial Development Corporation of Uttarakhand Limited (SIIDCUL), Uttarakhand dated \_\_\_\_August 2020

**Subject: Non-Blacklisting Declaration**

**Dear Sir,**

The bidder declares, warrants and represents that there is noblacklisting / ban / debarment by any State/Central Government or their agencies in last five years.

Thanking you,

**Yours Sincerely,**

**(Name, Seal& signature of the authorized signatory)**

**Place:**



**FORM –5**  
**Hardware and System Software Requirement**  
**(Other than Client PC and Laptops)**

1. Proposed platform for ERP solution:
2. Proposed Hardware Configuration required for Platform:

S. No.	IT Hardware	Specification	Quantity	Estimated cost of Hardware

3. Any Other Requirements:

**NOTE:** All the hardware proposed above shall be capable of running the proposed ERP Application Software satisfactorily.