



**GOVERNMENT OF INDIA
DIRECTORATE GENERAL OF SYSTEMS & DATA MANAGEMENT
CENTRAL BOARD OF INDIRECT TAXES AND CUSTOMS
MINISTRY OF FINANCE
DEPARTMENT OF REVENUE
4TH & 5TH FLOOR, HOTEL SAMRAT
CHANAKYAPURI
NEW DELHI- 110021**

Notice Inviting Tender

Request for Proposal (RFP) for Appointment of Program Governance and Monitoring Agency (PG&MA) for CBIC's IT Initiatives

1. Directorate General of Systems & Data Management, Central Board of Indirect Taxes and Customs, Department of Revenue, Ministry of Finance, on behalf of the President of India (the 'Purchaser'), invites online bids from reputed and experienced companies for appointment as Programme Governance & Monitoring Agency (PG & MA) for CBIC's IT initiatives.
2. Eligibility: Successful respondents to CBIC's EOI dated 26.03.2018 ONLY are eligible to participate.
3. Procurement of RFP: The RFP can be procured from the office of the Directorate General of Systems & Data Management, CBIC located at 1st Floor, Tower 1 and 2, NBCC Plaza, Sector -5, Pushp Vihar, Saket, New Delhi- 110017 on fulfilment of the following conditions:
 - (a) Payment of Rs. 25,000/- as non-refundable RFP Fee by Demand Draft from any scheduled bank in favour of 'PAO DGPM', payable at New Delhi;
 - (b) Submission of a duly executed Confidentiality Undertaking in the format provided in Schedule I of this Notice Inviting Tender; and

(c) Letter of Authorization, along with proof of ID for procurement of the RFP in the format provided in Schedule II of this Notice Inviting Tender.

4. Only the Bidders, who have procured the RFP after fulfilling the above mentioned conditions, will be allowed to participate in the subsequent RFP / Bid process.
5. The Bidders are requested to note the information, which is indicative and not exhaustive, provided in Schedule III of this Notice Inviting Tender and use their discretion before taking a decision to procure the RFP. Any discrepancy identified by the Bidders between the terms of this Notice Inviting Tender and the RFP may be brought to notice of the Purchaser for clarification and the clarification so given by the Purchaser shall be final and binding on the Bidders.

[On stamp paper of Rs. 100/-]

CONFIDENTIALITY UNDERTAKING

We, <***> [Please insert full legal name of the entity], a Company or Partnership, etc. incorporated under <***>, having its registered office at <***> hereby acknowledge that any and all information disclosed or to be disclosed to us by the Directorate General of Systems and Data Management, Central Board of Indirect Taxes and Customs (DGS, CBIC) having its office at 4th and 5th floor, Hotel Samrat, Chanakyapuri, New Delhi – 110021, in relation to RFP bearing F.No. <***> for “Appointment as Programme Governance & Monitoring Agency (PG & MA) for CBIC’s IT initiatives”, is confidential and proprietary in nature, and we hereby agree with DGS, CBIC and undertake (for ourselves and on behalf of our representatives, agents, associates and affiliates) the following:

1. That we will treat all information provided/to be provided by DGS, CBIC in relation to RFP bearing F.No. <***> (including subsequent corrigendum, amendments, etc. thereto) as confidential and proprietary information of DGS, CBIC (hereinafter referred to as ‘Confidential Information’);
2. That we will use the Confidential Information for the sole purpose of preparation of response(s) to the aforementioned RFP issued / to be issued by DGS, CBIC;
3. That we will disclose the Confidential Information only to such of our representatives, employees, officers, directors, agents, associates, affiliates who (a) have a need to know such information for preparing the response(s) to the aforesaid RFP issued / to be issued by DGS CBIC; and (b) who have agreed in writing to abide by the terms and conditions of this Confidentiality Undertaking;
4. That we may disclose Confidential Information if called upon by any court of competent jurisdiction in India only after providing DGS, CBIC prior written notice and allowing DGS, CBIC to take any appropriate steps required to maintain the confidentiality of the Confidential Information;
5. That we will use our best efforts to protect the Confidential Information against unauthorized disclosure and unauthorized use;
6. That we will immediately notify DGS, CBIC in the event of any loss or unauthorized disclosure or use of any the Confidential Information;

7. That nothing contained herein shall be construed as granting any property or proprietary rights, by license or otherwise, to the Confidential Information;
8. That nothing contained herein shall constitute, create, give effect to or otherwise imply any obligation on DGS, CBIC to disclose, supply or otherwise communicate any information, general or specific, to us;
9. That our strict compliance with this undertaking is a condition of our participation in the bidding process and a breach of our obligations may be regarded as an infringement and we may, without prejudice to any other rights that DGS, CBIC may have in law, be liable to be blacklisted and refrained from bidding;
10. That the obligations of confidentiality and proper use in this Confidentiality Undertaking shall remain in force for a period of 7 years from the date of signing this Confidentiality Undertaking or until such information comes into public domain without breach of this Confidentiality Undertaking;
11. That we would indemnify DGS, CBIC against any and all claims, damages, losses, court and attorney fees, etc. arising due to breach of this undertaking by us.

Authorized Signatory's Signature: _____

(Note: Please bring proof that the person signing as Authorized Signatory is authorized by the company to sign on the document. The proof may be in the form of Power of Attorney or certified true copy of Board Resolution.)

Name (in block letters): _____

Address: _____

Telephone #: _____

Date: _____

Letter Of Authorisation For Procurement of RFP

(To be typed on letterhead of the company)

To

The Director General,
Directorate General of Systems & Data Management,
Central Board of Indirect Taxes and Customs,
Room No. 505, 5th Floor, Hotel Samrat, Chanakyapuri,
New Delhi – 110001

Subject: Authorization for procurement of RFP bearing number F.No.<***> on
_____ (dd/mm/yyyy)

The Following person is hereby authorized to procure the RFP document mentioned above
on behalf of(name of the Bidding entity) on
_____ (dd/mm/yyyy).

Authorized person	Name	Specimen Signature
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I.

Authorized Signatory's Signature: _____

Name (in block letters): _____

Address: _____

Telephone: _____

Mobile: _____

e-mail: _____

Date: _____

1. Data Sheet

Item	Description
Name of the Purchaser	President of India acting through Director General (Systems), CBIC
Tender Inviting Authority	Director General (Systems), Central Board of Indirect Taxes and Customs, Department of Revenue, Ministry of Finance, Government of India.
Job Requirement	RFP for appointment of a Reputed IT Consulting Firm as Program Governance and Monitoring Agency (PG&MA) for CBIC's IT Initiatives
Method of Selection	<p>The method of selection is Combined Quality and Cost Based Selection.</p> <p>The weights given to the Technical and Commercial Bids are:</p> <p>Technical = 60% and</p> <p>Commercial = 40%</p>
Availability of RFP Documents	<p>Notice Inviting Tenders (NIT) is available on the Central Public Procurement Portal (URL: http://eprocure.gov.in).</p> <p>RFP would be available from CBIC's office after</p> <ol style="list-style-type: none"> Payment of Tender Fee; Submission of a valid and duly executed Confidentiality Undertaking in the format provided by the Purchaser on CBIC.gov.in and Central Public Procurement Portal (URL: https://eprocure.gov.in/eprocure/app); & Submit a letter of authorization for procurement
Date of RFP issue	28.11.2018
Tender Fee (Non-Refundable and Not Exempted)	INR 25000 (INR Twenty Five Thousand only) by DD from a nationalised bank in favour of PAO DG Systems and Data Management, payable at New Delhi
Bid Security/ Earnest Money Deposit (EMD)	INR 8,00,00,000 (INR Eight Crores only) by DD from a nationalised bank in favour of PAO DG Systems and Data

Item	Description
	Management, payable at New Delhi or by Bank Guarantee (as per format attached in Annexure 5 of Volume 2 of the RFP)
Last date and time for Procurement of RFP (on or before)	18.12.2018 1500 Hrs
Last date for Submission of Pre-Bid Queries	<p>05.12.2018 1800 Hrs</p> <p>All the queries should be received on or before the prescribed date & time, through email only with subject line as follows: “RFP for appointment of” Pre Bid Queries _<Bidder’s Name>”.</p> <p>The queries should be submitted as per the format prescribed in Annexure 1, Section 5. The Pre-Bid queries to be sent to the following Email Id:</p> <p>Email ID: pmu.rfp@icegate.gov.in</p>
Pre-Bid Workshop & Conference Time, Date, & Venue	<p>05.12.2018 1500 Hrs</p> <p>Venue: Directorate of Systems & Data Management, NBCC Plaza, 1st & 2nd Floor, Tower 1 & 2, Sector -5, Pushp Vihar, Saket, New Delhi- 110 017.</p> <p>Note: Only those bidders who have signed the Confidentiality Undertaking and have purchased the RFP document shall be allowed to participate in the pre-bid conference. A maximum of three representatives per Bidder would be allowed to participate. Bidders will have to intimate the details of the attendees at least 2 days prior to the scheduled date of the Pre-bid conference at the email ID given above.</p>
Publishing of Responses to pre-bid queries / corrigendum by CBIC –Date	<p>07.12.2018</p> <p>Note: Purchaser shall not be obligated to respond to any or all the queries. Purchaser may, at its sole discretion, choose to publish responses to the pre-bid queries and/or any corrigendum on Central Public Procurement Portal (URL: https://eprocure.gov.in/eprocure/app) or may send the same through e-mail or any other means.</p>

Item	Description
Last date and time for Bid/Proposal submission (on or before)	<p>18.12.2018 1500 Hrs</p> <p>Proposals shall be uploaded in the format and mode as provided for in the Central Public Procurement Portal (URL: https://eprocure.gov.in/eprocure/app) for this RFP and shall be digitally signed by the authorized signatory of the Bidder.</p>
Submission of Integrity Pact, EMD and Letter of Authorisation (Physical hard copy submission)	<p>18.12.2018 1600 Hrs</p> <p>Bidders shall submit the original signed and stamped hard copy of the Integrity Pact, Letter of Authorisation along with the EMD and No Deviation Certificate in a sealed envelope titled "Integrity Pact, Authorisation Letter, EMD and No Deviation Certificate - Appointment of Programme Governance & Monitoring Agency (PG&MA) for CBIC's IT initiatives for. The envelope should be submitted to the office of DG Systems & Data Management located at NBCC Plaza, 1st & 2nd Floor, Tower 1 & 2, Sector -5, Pushp Vihar, Saket, New Delhi- 110 017 by 18.12.2018 1600 Hrs. Integrity Pact and No Deviation Certificate shall be submitted in the format provided in Volume 2 of the RFP. Copy of EMD and duly executed Integrity Pact also needs to be uploaded on e-procurement portal under a separate cover as provided above. If the Integrity Pact and EMD are not received by the prescribed date and time, the Bid submitted by the Bidder will be liable to be forthwith and summarily rejected.</p>
Technical Bid Opening - Time, Date, & Venue	<p>19.12.2018 1600 Hrs</p> <p>Venue: Conference Room, Directorate General of Systems, CBIC, NBCC Plaza, 1st & 2nd Floor, Sector -5, Pushp Vihar, Saket, New Delhi- 110 017</p> <p>Note: A maximum of two representatives per bidder would be allowed to participate</p>
Date for Technical Presentation by Bidders.	21/22.12.2018 1100 Hrs
Date and time for Opening of Commercial Bids.	24.12.2018 1100 Hrs.

Item	Description
Language of Bid Submission	Proposals should be submitted in English only.
Bid Validity	Proposals must remain valid up to 180 (One Hundred & Eighty) days from the last date of submission of the Bids.
Currency	Currency in which the Bidders may quote the price and will receive payment is INR only.
Name and Address for Communication and seeking clarifications	<p>Shri Priyank Chaturvedi, Deputy Director</p> <p>Office of the Director General (Systems), CBIC,</p> <p>NBCC Plaza, 1st & 2nd Floor, Sector -5, Pushp Vihar, Saket,</p> <p>New Delhi- 110 017</p>