



The Odisha State Cooperative Milk Producers' Federation Ltd.,
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Expression of Interest for 'Digitisation of Farmers Data'

Sealed Offers are invited from interested parties having required technical capabilities, infrastructure and manpower to take up the "Digitisation of Farmers Data" and Daily Data Transfer from field level/ village level societies for introducing direct cash transfer scheme by OMFED and its Milk Unions/ Affiliated Societies/Farmer Members.

The Offers have to be submitted in two parts in individual sealed covers, one containing the technical proposal including capabilities, infrastructure availability, manpower availability, past expertise in such work and organisation to whom such services have been provided with detailed background of the bidder. The second cover should include the price bid as per the scope of work. The bidders are requested to visit our website www.omfed.com for the details of Scope of Work and provisional input data format for 'Digitisation of Farmers Data'. These offers shall be received upto 3.00 P.M. of dtd15.01.2017, which will be opened on the same day at 3.30 P.M. Parties qualified on the basis of technical bid will be called for presentation of the work in presence of empowered committee. The price bid of the parties shortlisted will be opened afterwards for consideration of empowered committee. Offers received by Fax, Telegraph or any other unsealed mode would not be entertained. Any amendment/ modification/ addition/ deletion will be published only through the www.omfed.com website

Managing Director, OMFED reserves the right to accept or reject either wholly or partly any or all the offers without assigning any reason thereof.

Deputy General Manager (MIS)

SCOPE OF WORK

1. OMFED proposes to undertake Digitisation of Milk Collection System from Farmers at Village level Primary Milk Producers' Cooperative Societies (MPCS) with quantity, quality, rate, gross value, addition/ deduction on various heads, net value details and various other details. This will be implemented at various levels of Milk Union and OMFED for direct cash transfer system of payment through individual farmer's bank accounts, extraction of management analysis reports as a part of Operationalisation of E-Governance.
2. The successful bidder at the end of the bidding process may be awarded a contract to implement the project on a build, own, operate and transfer (BOOT) basis.
3. Interested parties can download the tender document from the website www.omfed.com which will be available from 24.12.2016 to 15.01.2017 (both days inclusive)
4. Any amendment/ modification/ addition/ deletion will be published only through the www.omfed.com website.
5. The successful bidder will be decided among those fulfilling the required criteria & who will quote minimum value on sum total for all the items.
6. The successful/ selected bidder who will be awarded with the work as executing party (EP) will have to arrange his own infrastructure such as working space, Hardware, Software, equipment, furnitures and any ancilliary facilities for development of Software, data entry and smooth execution of work at their own cost.
7. The EP will have to meet all statutory requirements required for timely execution of work as per schedule.
8. The EP will have to deposit interest free performance Security Deposit of Rs.50,000.00 (Rupees Fifty Thousand only) before starting the work which will be refunded only on written application after three months of successful complementation implementation of the work.

9. The Software for Data feeding & Master database creation shall have to be completed within time schedule including design, formatting, testing, report generation including incorporation of modification, as suggested by authorised Officer of OMFED.

Activity	No. of Days
Database Software and input formats design, development including testing	10 days
Incorporation of Modification after presentation	5 days
Data entry of two lakh farmer records	15 days

Complete work shall have to be completed within 30 days of acceptance of work order.

10. The cost of Software development, Data entry and Annual Maintenance expenses of the Software with database will have to be quoted separately. The data collection from the individual farmer will be done by the concerned MPCs Secretary.
11. No advance will be paid for any part of the work. Payment for all the works awarded will be released only after completion of work as per the order.
12. A standard format for individual farmer wise data is enclosed herewith to know the nature of data. But actual data/ fields/ records shall be decided and included in the work order as per the field requirement, which may be more than the fields shown in the standard enclosed format.
13. Interested bidders will have to submit the detailed proposals (technical bid & price bid, together referred as "proposal") for undertaking the proposal.
14. A prospective bidder requiring any clarification from OMFED relating to this tender may notify OMFED in writing before submission of proposal.
15. The proposal and related documents & correspondences shall be in English language. Supporting documents and printed literature furnish by the bidders along with the proposals must be authenticated with their signature on each page by the bidder.

16. While submitting the bid document shall pay an amount of Rs.500/- (Rupees Five hundred only) towards cost of tender document in shape of demand draft payable at Bhubaneswar in favor of OMFED.
17. Proposals shall remain valid for a period not less than 90 (Ninety) days from the proposal date and extension thereof (proposal validity period)
18. OMFED shall not be liable any mistake or error or neglect by the bidder in the tender submitted by the bidder.
19. It would be deemed that prior to submission of the proposal, the bidder has
 - a. Made a complete and careful examination of requirements and other information set forth in these conditions.
 - b. Receive all such relevant information as it has received from OMFED; and
 - c. made a complete and careful examination of the various aspects of the work including but not limited to :
 - i. the Milk Unions and other offices of milk union relating to the work
 - ii. existing facilities and infrastructures
 - iii. registered farmer members
 - iv. all other matters that might affect bidders performance
20. The proposal should be submitted before 3.00PM on the proposal due date at the Corporate Office of OMFED, D-2, Saheed Nagar, Bhubaneswar-751 007. Proposal submitted by either facsimile transmission/telex or any other mode will not be accepted.
21. Any proposal received after the time stipulated above will not be accepted by OMFED.
22. The technical proposals shall be opened first and the only after the examination of proposals and evaluation of proposals, the qualified bidders for opening of price proposals should be selected.

23. The bidders must give their full postal address, contact person with telephone nos. and e-mail address for different communications. They may also depute their authorized representative for attending the meetings to be held for opening of different proposals and required presentation.
24. The successful bidder (EP) will have to specify the hardware requirement for different level for implementation of the software package developed.
25. Information relating to examination, clarification, evaluation, and recommendation for the Bidders shall not be disclosed to any person not officially concerned with the process. OMFED will treat all information submitted as part of proposal in confidence and would require all those who have access to such material to treat the same in confidence. OMFED will not divulge any such information unless it is ordered to do so by any authority that has the power under law to require its disclosure.
26. In the event of successful bidder does not comply with any one or more of the conditions stipulated herewith in the Work Order shall, annul the award of work. In such an event OMFED may invite the next lowest bidder and so on to negotiate with them for the work.

The bidders must satisfy the following conditions and will have to give documents to this effect along with the technical proposal.

- i. Must be IT facility Management Services Experience
 - ii. Bidders having certificate of successfully executing similar type of work for atleast 1 year will be preferred.
 - iii. The bidder must have experience of using a LAN and WAN based network.
 - iv. Should have employees with System Administration, LAN administration
WAN administration capabilities.
27. The bidder shall take all steps for completing the work within the time limit awarded in the Work Order. In the event of delay in execution due to any reason, a penalty for an amount calculated on the value of work will be charged on the successful bidder which will be recovered from his final bill. The delay execution penalty is given separately

DELAY EXECUTION PENALTY

Time of Actual Completion of work	Penalty		
For work completed within 7 days of time limit	No deduction		
For completing the work beyond 7 days and within 15 days	5.0% deduction on bill value		
For completing the work beyond 15 days and within 21 days	7.5% deduction on bill value		
For completing the work beyond 21 days and within 30 days	10.0% deduction on bill value		
For completing the work beyond 30 days	15.0% deduction on bill value		

28. OMFED reserves right to award the work either for entire work or partly irrespective of the condition & cost of offer received. It may also assign any portion of work to the affiliated Milk Union.

Details of Bidder

Following details shall be given in respect of the bidding company or each member of the Consortium, as the case may be:

1. General

- i. Name
- ii. Address of the corporate headquarters and its branch office(s), if any, in India.
- iii. Date of incorporation and / or commencement of business.

2. Brief description, including details of main lines of business

3. Details of individual or individuals who will serve as the point of contact / communication for OMFED within the Company, with following information:

- i. Name
- ii. Designation
- iii. Company
- iv. Address
- v. Telephone Number
- vi. E-mail address
- vii. Fax Number

4. Name, Designation, Address, Phone Numbers and Fax Number of Authorized signatory of the Bidder:

5. Name and details of Directors/Owners of Company

- i. Name of Director/Owner
- ii. Age
- iii. Other Directorship

6. Details of Ownership

- i. Detailed shareholding pattern of the company,
- ii. List of individual Stock Holders/Members who own 10% or more of the stock and their interest in the Company
- iii. Details of fully or partially Convertible instruments such as preference shares, convertible or partially convertible debentures, etc.. Details shall include the number and amount of such shares and debentures outstanding as on the date of latest audited financial statement, likely date and triggers for such conversions etc.

Information submitted under this paragraph above shall be certified by the statutory auditors of the company.

7. List of documents to be enclosed with 0:

- i. Certified true copies of Memorandum of Association (MoA) and Articles of Association (AoA) of the Company;
- ii. Audited Financial Statements of the Company for the last three (3) Financial Years.
- iii. Income Tax returns copy for the financial year 2015-16.
- iv. Service tax registration No.
- v. Copy of work order for executing of similar nature of work.
- vi. Documents relating to experience on system management & administration service, LAN , WAN.

Name: _____

Signature: _____
(Authorized Signatory of the Bidder)

PRICE PROPOSALS

1. Name of the bidder:

2.Address:

3.Contact Phone No.

4.E.Mail ID

Sl.No.	Details of Work	Unit	Quantity	Rate (in Rs.)	Amount (in Rs.)
1	Development of Master Software for Farmer Registration	Lot	1		
	Rupees (In words):				
2	Farmers' record Data Entry	Record	2 lakh		
	Rupees (In words):				
	Annual Maintenance of Software	Lot	1		
	Rupees (In words):				
	Total Amount				
	Rupees (In words):				