



# NEW TOWN KOLKATA DEVELOPMENT AUTHORITY

(A Statutory Authority Under Government of West Bengal)

Plot No. DG/13, Premises No. 04-3333, Action Area-ID,

New Town, Kolkata - 700 156

Memo No. 3990/NKDA-14013(99)/1/2020-IT SEC(NKDA)-NKDA

Dated: 27/05/2022

## NOTICE INVITING QUOTATION NO.: 05 /NKDA/Admn of 2022

New Town Kolkata Development Authority (NKDA), invites sealed bids from registered Companies / firms having experience in software development for “Maintenance of existing e-Governance Package and Design, Develop and Implementation of integrated web application for New Town Kolkata Development Authority”.

### 1. Important Dates:

Last date of Application	:	07/06/2022 up to 2:00 PM
Date of Opening of Technical and Financial bid	:	07/06/2022 at 03:00 PM

### 2. Bidding Procedure

The prescribed tender documents consisting of

- (i) Technical Bid and
- (ii) Financial Bid

### 3. Technical Bid

Technical bid should contain all the technical specifications, recommendations and other details as deem fit by the developer to evaluate their capability of undertaking the complete design / development / implementation work.

### 4. Financial Bid

For successfully selected developers, the financial bid shall be opened and compared for financial proposals.

### 5. Scope of Work

- 1) Maintenance of Existing running e-Governance system.
  - a) Booking
  - b) Bill entry
  - c) stock inventory
  - d) E-payment
  - e) Rent bill of different Assets of NKDA
  - f) Work Order
  - g) Notice generation module regarding Solid Waste Management
  - h) Employees management system
  - i) NKDA office bill
  - j) User Management
- 2) Updating new report if required for any of module.
- 3) SMS/ Email Integration. [Gateway will be provided by NKDA].
- 4) Assisting time to time support as and when required.



## 6. Instructions to Bidders

- 1) Registered Companies / firms having experience in software development are eligible to submit bid.
- 2) The NIQ documents can be downloaded from NKDA website (<http://www.nkdamar.org>).
- 3) Only enclosed formats as provided in original should be used. All sheets need to be submitted after affixing seal of the Company/firm and signature of the authorized signatory conveying acceptance of all terms and conditions of this tender.
7. **EMD (Bid Security):** All bidders have to submit Earnest Money Deposit (EMD) in shape of A/C Payee Bank Draft of Rs. 5,000/- (Rupees Five Thousand) only in favour of "New Town Kolkata Development Authority" payable at "Kolkata". The EMD will be converted as security deposit for successful bidder.

The prescribed tender document consisting of (i) Technical Bid and (ii) Financial Bid, sealed separately in two different envelopes, superscribing "Technical Bid" and "Financial Bid", and placed in a duly sealed big single envelope superscribing "Maintenance of existing e-Governance Package and Design, Develop and Implementation of integrated web application with NKDA official website for New Town Kolkata Development Authority", may be submitted by hand/by Speed Post to office of " New Town Kolkata Development Authority, Administrative Building. Plot No - DG/13, Premises No - 04-3333, Action Area - ID, New Town, Kolkata - 700156" so as to reach within the scheduled date and time.

- 4) Financial bid will be opened only for those bidders who will qualify on the basis of technical Bids.
- 5) The bidder shall quote the price of the complete project inclusive of all taxes and duties.
- 6) No price escalation will be allowed.

## 8. Other Conditions of Contract

- 1) Bidder should have at least 5 years of experience in the design, development, implementation and maintenance of web-based software solution and minimum Turnover of Rs. 10 lakhs (last financial Year).
- 2) To assist the examination, evaluation and comparison of bids, NKDA, may at its discretion ask the bidder for clarification of its bid including price. The request for clarification and the response shall be in writing.
- 3) **Maintenance period:** 01 (One) year from the date of Issuing of Work Order.
- 4) Taxes and duties as applicable will be deducted from the bill.

## 9. Payment terms:

- a. AMC Payment will be made on four equal quarters.
- b. A detailed list to be attached separately for creating new pages /report for that quarter.
- c. For payment of Payroll module will be made on acceptance by this Authority.

10. NKDA reserves the right to accept or reject any offers without assigning any reason thereof, and to amend the terms and conditions before award of the work.



11. **Documents to be submitted: Interested vendors eligible shall furnish the following documents along with Technical Bid :-**

- a) Company Profile
- b) Write up on company's experience as a provider for software solutions
- c) GST and/or Professional Tax clearance certificate of firm.
- d) Financial bid should be enclosed in a separate sealed envelope.
- e) Financial Statement

12. **Acceptance & Rejection of Proposals :**

- Bidders must provide a response to all sections and requirements of this NIQ for their Proposals to be considered complete. Bidder's failure to comply with any part of the NIQ may result in the bidder's proposal being disqualified for being non-responsive to NKDA's NIQ.
- NKDA reserves the right to reject any proposal without assigning any reason whatsoever.

13. **Source Code:** The source code will be proprietary to NKDA. However, the source code and the developed application will be under the custody and maintenance of the selected Agency till the time they are associated with NKDA as per contract. The selected Agency shall handover all the source codes that it had developed or managed to NKDA before the termination of the contract. The selected Agency shall maintain strict confidentiality of NKDA's source code and any other information that it becomes privileged to in the course of implementing the project.

14. Development will be done at the site of Agency. But data migration and integration work will be done at the site of NKDA.

15. For further information and any clarification of specification and scope of work may be contacted.

New Town Kolkata Development Authority,  
Administrative Building. Plot No - DG/13,  
Premises No - 04-3333, Action Area - ID,  
New Town, Kolkata - 700156  
Phone No. : 033-3505-0000

**Executive Engineer (E)**  
New Town Kolkata Development Authority

Memo No. 3990 /1/(1/5)/ NKDA-14013(99)/1/2020-IT SEC(NKDA)-NKDA Dated: 27 /05/2022

**Copy forwarded to kind information of:**

- 1) The Chief Executive Officer, New Town Kolkata Development Authority.
- 2) The Finance Officer, New Town Kolkata Development Authority.
- 3) PA to Chairman, New Town Kolkata Development Authority.
- 4) Notice Board, New Town Kolkata Development Authority for displaying.
- 5) Official website on New Town Kolkata Development Authority (NKDA) (<http://www.nkdamar.org>)

**Executive Engineer (E)**  
New Town Kolkata Development Authority

**TECHNICAL BID****DETAILS OF THE APPLICANT**

<b>SI No</b>	<b>Details to be furnished with specific enclosure</b>	<b>Remark</b>
1	Name of the applicant firm: (Attach company Profile)	
2	Address of the Registered Office:	
3	Telephone Numbers:	
4	Fax Number:	
5	E-mail & Website Address:	
6	Turnover of Previous three Year:	
7	<u>Check List for Enclosures:</u> a) Company Profile b) Write up on company's experience as a provider for software solutions. c) GST and/or Professional Tax clearance certificate of firm. d) Financial bid should be enclosed in a separate sealed envelope.	
8	Earnest Money Deposit (EMD) Details:	



## FINANCIAL BID

SL No.	Description of Work	Quoted Rate (In Figures)	Quoted Rate (In Words)
1.	AMC of existing e-Governance application for New Town Kolkata Development Authority.		
2.	Adding of New Dynamic Page / Report		

N.B. – The above quoted rate is inclusive of all taxes and duties as applicable.

Total Bid Price in Rs. \_\_\_\_\_

In words \_\_\_\_\_

Signature of Bidder with seal \_\_\_\_\_

Name \_\_\_\_\_

Business address \_\_\_\_\_

\_\_\_\_\_

Tel. No. & Mobile No. \_\_\_\_\_

Email: \_\_\_\_\_

Place: Date