



भाकृअनुप-राष्ट्रीय कृषि अनुसंधान प्रबंध अकादमी
राजेन्द्रनगर, हैदराबाद-५०००३०, तेलंगाणा, भारत
ICAR-National Academy of Agricultural Research Management
(ISO 9001:2008 Certified)
Rajendranagar, Hyderabad-500030, Telangana, India
<https://naarm.org.in>



F.No.5-521/17-18/S&P
26th March, 2021

e-tender Notice for Empanelment of Software Companies as Product Engineering Firms

ICAR-National Academy of Agricultural Research Management (ICAR-NAARM) was established by the Indian Council of Agricultural Research in 1976. The mandate of the Academy is to build capacity in agricultural research, education and extension education systems, and provide policy advocacy for the National Agricultural Research and Education System (NARES). The Academy plays a catalyzing role to usher planned transformation of the NARES in meeting its current challenges. Apart from research and capacity building, the Academy undertakes consultancy studies catering to a wide range of clientele and provides policy support in all its core thematic areas.

ICAR-NAARM has a specific mandate in supporting the Council in research management. The Academy envisions to develop Next-Generation IT Platforms to aid in evidence-based research management with independent modules for personnel management, research monitoring, Personal History Profile (PHP), etc. Further, with its vast scientific base, the Academy proposes to build a National Platform for Science Governance; Decision Support Systems for Sustainable Agriculture, Climate – smart Agriculture, Supply Chain Management, etc. The Academy has developed various copyrighted IT products in this regard.

Keeping in tune with the national mission of Digital India, ICAR-NAARM intends to identify Software/ Product Engineering Firms to be empaneled with ICAR-NAARM for co-development imaginative IP-enabled IT platforms, based on mutual assessment of the need, expertise and scalability so as to aid in/ fast-tracking the transition. **The tender has to be submitted only online.**

CRITICAL DATES

Sl. No.	Description	Date	Time
1)	Tender Publishing Date	26-03-2021	1100 hrs
2)	Seek Clarification Start Date	29-03-2021	1100 hrs
3)	Seek Clarification End Date	09-04-2021	1300 hrs
4)	Bid Submission Start Date	29-03-2021	1100 hrs
5)	Bid Submission Closing Date	22-04-2021	1400 hrs
6)	Bid Opening Date	24-04-2021	1100 hrs

The Academy reserves the right to accept or reject any or, all the tenders without assigning any reason whatsoever.

For any clarifications please contact Dr. P. Krishnan, Principal Scientist; Mobile – 9498050062; Landline – 040-24581293; e-mail : krishnanars@naarm.org.in.

The duly filed tender must be submitted in online mode only on <https://eprocure.gov.in>. Bidders would be registered themselves in the website.

1. All the required documents (self – attested) in support of eligibility criteria are to be submitted along with tender documents. All pages of tender documents should be numbered serially. The bidders are advised to submit duly signed required papers/ documents with their bids as per the specification indicated in online portal only through Portal: <https://eprocure.gov.in> failing which their bids will be rejected.

The bidders can download the tender document from Central Government procurement portal website: <http://www.eprocure.gov.in>

2. For further details regarding tender forms, terms and conditions, EMD and last date for submission of sealed tenders, please visit: <https://www.eprocure.gov.in> and Academy's website <http://www.naarm.org.in>
3. The Earnest Money Deposit (EMD) is Rs. 50,000 /- (Rupees fifty thousand only) to be **submitted in the form of Demand Draft drawn in favor of "NAARM MAIN A/c", Hyderabad from any scheduled Bank** and should be sent by speed post as to reach before due date at the above address. On empanelment of the firm the EMD will be converted in Security Deposit.
4. Any future clarification(s) and / or corrigendum(s) shall be communicated by The Stores & Purchase Officer.
5. ICAR – NAARM reserves the right to amend or withdraw any of the terms and conditions contained in the Tender Document including quantity/amount of items

to be supplied or to reject any or all tenders without giving any notice or assigning any reason. The decision of the Director, ICAR – NAARM in this regard shall be final.

6. Eligibility Criteria:

- The Product Engineering Firm (PEF) should be registered in India under the Indian Companies Act of 1956.
- The Company should have experience in developing software application(s)/product(s).
- Should not have been blacklisted by any Government Department or Public Sector Undertaking
- The Company should have an annual turnover of Rs.50 lakhs.
- The Product Engineering Firm should have local presence to extend proper service support in Hyderabad
- Documentary evidence to be attached for all the above claims.

7. Submission of Documents: -

- a. Each tender must accompany attested photocopy of Pan Card, Trade License/Incorporation Certificate, GST Number.
- b. The bidder must submit attested photocopy of Income Tax & balance sheet of last three years.

8. Screening criteria for empanelment: The product engineering firms will be evaluated for empanelment based on fulfilling the following criteria.

- a. Meeting the criteria stated in eligibility criteria vide Point No. 6. (40%)
- b. Evidence for domain expertise in developing products/services for the agricultural sector (20%)
- c. Evidence for developing software application(s)/product(s) to any State/ Central Government organizations. (10%)
- d. Quality certification from a recognized agency for the firm (15%).
- e. Profile of technical team of the firm (include details of only those with more than five years of experience) on regular role supported with evidence (15%).

All the firms, which score over 60% as per the above criteria, shall be considered for empanelment.

9. Termination of Contract: The contract can be terminated at any time by giving one-month notice on either side, on fulfilment of the obligations mutually committed by the parties.

10. Firm/ GST Registration & IT: The tenderer, along with tender, must submit IT returns for the past three assessment years. The documentary proof of registration of firm,

certification of registration for Goods and Services Tax issued by appropriate Government for the required services must be provided with the seal of the tenderer, failing which the tender will be liable to be rejected in absence of these documents.

11. Acceptance of Tender: The acceptance of the tender will rest solely with the Director, ICAR – NAARM and reserves the right to himself to reject or partially accept any or all the tenders received without assigning any reason thereof.
12. Rejection of Tender: Tenders not complying with the above conditions are liable to be rejected. The entire original tender document with seal and signature on each page along with price schedule at the time of submission of tender document(s) within the due date. Otherwise, tender will not be considered at any cost. Any other document or information as required in the tender document.

**Stores & Purchase Officer
ICAR-NAARM**

General Terms and Conditions:

1. All eligible Product Engineering Firms (PEF) shall be required to submit an EMD of Rs. 50,000-00 (Rupees Fifty Thousand Only), to be empaneled by the Academy for co-development of IT solutions. The EMD of the firms which are not empaneled, shall be returnable without interest within a fortnight.
2. The empanelment shall be valid for a period of 3 years. However, either of the parties shall have the option to liquidate the arrangement, at any time after one year after giving a notice of 2 months. The EMD in such cases shall be returnable without interest within a fortnight.
3. The eligible PEF shall be required to enter into an agreement with ICAR – NAARM by submitting an instrument of Agreement on a non-judicial stamp paper.
4. ICAR- NAARM may empanel more than one PEF and shall be free to develop applications through any one or more of them.
5. Product development shall be based on mutually agreeable terms, on case-to-case basis subject to need, scalability, commercial viability, or any other criteria duly factored by both parties.
6. The software solutions co-developed under this arrangement shall enjoy Joint IP and the commercial interests on the same shall accrue to either parties within the framework/guidelines of ICAR viz, Professional Service Functions Guidelines(<http://www.icar.org.in/files/ICAR-Guidelines-PSF-2014.pdf>) and Intellectual Property and Technology Management Guidelines of ICAR (<http://www.icar.org.in/files/reports/other-reports/icar-ipmttcguide.pdf>).
7. The guidelines of ICAR, as operational (Professional Service Functions Guidelines and Intellectual Property and Technology Management Guidelines) and revised from time to time shall have an overarching impact, notwithstanding any of the provisions stated here/ written in the MoU.
13. PEF shall make all the necessary investment to design, develop and enhance the product. ICAR-NAARM shall provide the knowledge support for the product development and facilitate institutionalization of the product(s) so developed. ICAR-NAARM shall not have any financial obligation towards the product development.
8. The PEF shall be willing to house an engineer/developer at the Academy, if need be.
9. ICAR-NAARM reserves the right to discontinue the empanelment the firm on the basis of performance of the products developed.

10. The Director, ICAR – NAARM reserves the right to reject any MoU without assigning any reason or cancel the process at any time. In case of any dispute arising out of their contract, the decision of the Director, ICAR – NAARM will be final and binding.

**Stores & Purchase Officer
ICAR-NAARM**

Indicative Areas for building IT solutions in farm sector

1. Quantitative assessment of research inputs and outputs from institution for evidence-based S&T governance.
2. Innovative Decision Support Systems for climate information, pest and disease identification, market information, crop management, information on inputs, post-harvest, risk management, import and export information, supply chain management, etc.
3. Tools to aid in implementation of Government of India flagship programs like doubling farmers' income, soil health card, climate resilient agriculture management, etc.

ANNEXURE-A

CHECKLIST (To be uploaded in CPPP)

S.no	Document to be uploaded in Technical bid on CPPP	Whether Uploaded (Yes/No)
1.	Covering letter from Bidder with brief summary about the firm	
2.	Filled Checklist Annexure – A	
3.	Earnest Money Deposit: EMD as DD or Bank Guarantee as per Annexure – B	
4.	Filled Annexure – C on company letterhead	
5.	Undertaking as per Annexure – D	
6.	CLIENTELE LIST as per Annexure – E	
7.	Scanned copy of Pan Card, Trade License/Incorporation Certificate, Registration of Firm, GST Number	
8.	The firm should enclose copies of Income tax returns & Audited balance sheet for the last 3 years (Financial Year 2017-18, 2018-19, 2019-20)	
9.	Filled Annexure – F as proof of turnover	
10.	Scanned copy of First Seven (07) Pages of this tender document signed and stamped by bidder	
11.	Any ISO Certification or any other document	

SIGNATURE OF THE TENDERER & STAMP

Date:

Place:

FORMAT FOR FURNISHING EMD IN BANK GUARANTEE FORMAT

Whereas hereinafter called the “tenderer” has submitted their offer datefor the supply of (hereinafter called the tender”) against the purchaser’s tender enquiry No. KNOW ALL MEN by these presents that WEof Having our registered office at are bound unto(Hereinafter called the “Purchaser”) in the sum offor which payment will and truly to be made to the said Purchaser, the bank binds itself, its successors and assigns by these presents. Sealed with the Common Seal of the said Bank thisday of2018.

THE CONDITIONS OF THE OBLIGATION ARE :

- (1) If the tenderer withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of this tender.
- (2) If the tenderer having been notified of the acceptance of his tender by the purchaser during the period of its validity.
 - If the tenderer fails to furnish the Performance security for the due performance of the contract.
 - Fails or refuses to accept / execute the contract.

WE undertake to pay the purchaser up to the above amount upon receipt of its first written demand, without the purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or both the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to and including 45 days after the period of tender validity and any demand in respect thereof should reach the Bank not later than the above date.

(Signature of the authorized officer of the Bank)

Name and Designation of the officer

Seal, name and address of the Bank and address of the Branch.

Dated:

COMMERCIAL DETAILS

(To be filled and submitted by the Bidder)

1.	Name and Address of Bidder	
2.	Telephone No. / Mobile No. / FAX No.	
3.	Email ID	
4.	Month and Year of Establishment	
5.	PAN and GSTIN Number	
6.	EMD Details	
7.	Local Office Address in Hyderabad/Secundrabad	

SIGNATURE OF THE TENDERER & STAMP

Date:

Place:

UNDERTAKING

(To be submitted on Firm's Letter head)

I/We have read and understood General Terms and Conditions contained in the ICAR-NAARM's Tender. I/We do hereby declare that all the details provided in this tender bid are true to the best of my/our knowledge and belief and any misrepresentation of facts will render me/us liable to any action as may be deemed fit by ICAR-NAARM, Hyderabad.

I/We do hereby also accept ICAR-NAARM have the right to accept or reject this application and not to issue invitation to Tender to me/us.

I/We undertake to communicate promptly to ICAR-NAARM any changes in the condition or working of the firm. It is also certified that we have not been blacklisted by any organization of Government of India including Central Vigilance commission (CVC) in the last three years. The undersigned is fully authorized to sign and submit this application form on behalf of the organization, he/she represent. We authorize ICAR-NAARM to approach individuals, employees, firms and corporations to verify our competence and general reputation.

I/We do hereby also certify that we have all the required expertise in the field for which bids are being invited by ICAR-NAARM.

AUTHORISED SIGNATORY OF THE FIRM WITH SEAL

Place:

Dated:

RELEVANT WORK EXPERIENCE DETAILS (CLIENTELE LIST)

(To be submitted on Firm's Letter head)

Sr. No.	Name of the Deptt. Organization where work was done	Period	
		From	To
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			

AUTHORISED SIGNATORY OF THE FIRM WITH SEAL

Place:

Dated:

Note: While uploading this annexure in CPPP bidder should make sure that work experience certificates are also uploaded along with this in one single pdf.

AGENCY TURNOVER

(To be submitted on chartered Accountant's Letter head)

Name of the Firm : _____

GSTIN & PAN Details : _____

Period	Turnover
2017-18	
2018-19	
2019-20	

It is certified that the details provided above are correct and I have gone through relevant records to come out with the figures quoted above.

SIGN AND SEAL
Authorized Chartered Accountant

Place:
Dated: