



DR. PANJABRAO DESHMUKH KRISHI VIDYAPEETH

AKOLA – 444 104 (Maharashtra)

TENDER DOCUMENT

2024-25

Tender No ARIS/Tender/Software Development./ 04 /2024 Date:05/04/2024

**Sub.: Development of Software for Admission Process to Agriculture Technical School
Course under the University Jurisdiction**

(Tender (Rate based) should be submitted physically by post

Last date of online submission and acceptance of Technical

Bid

29/04/2024 up to 17.00 Hrs.

Officer in Charge, ARIS Cell (University Computer Centre)

DR. PANJABRAO DESHMUKH KRISHI VIDYAPEETH

Krishi Nagar, Akola - 444 104

Web: www.pdkv.ac.in

TENDER FORM

**For Development of Software for Admission process to Agriculture Technical
School Course under the University
Dr. Panjabrao Deshmukh Krishi Vidyapeeth, Akola**

To,

Officer in Charge
ARIS Cell (University Computer
Centre) Dr. PDKV, Akola, Maharashtra.

Respected Sir,

1. In response to the tender notice published in the daily newspaper _____ dated _____ Or on website www.pdkv.ac.in, I submit herewith the tender form for Development of Software for Admission process to Agriculture Technical School Course under the University Jurisdiction.
2. I have thoroughly examined and understood the general and specified terms and conditions of the tender form and I agree to abide by them and in testimony I had signed the declaration and undertaking.
3. I agreed to Develop Software for Admission process to Agriculture Technical School Course under the University jurisdiction and accordingly have quoted the rates
4. I shall be bound by communication of acceptance of the offer, dispatched within prescribed time.
5. I accept that the right to accept or reject whole or part of the tender without assigning any reason is reserved with the Officer in Charge, ARIS Cell and Chairman of committee. The decision of the chairman of committee will be final and shall be binding on me.
6. Tender fee and EMD in the form of Demand Draft for development of Software has been done.
7. I agree to develop Software for Admission process to Agriculture Technical School Course under the University jurisdictions per the specifications of the final orders for the period specified in special conditions of the concerned activity.
8. As per the terms and conditions, I am submitting our offer in two envelopes. The documents are enclosed in envelop no. 1 (Technical envelope) along with EMD and tender fee DD. The envelope no.-2, (Commercial envelope) contains rates quoted by me.

9. I also agree that Chairman of committee has full rights to open/consider the commercial envelope only, if chairman is satisfied with contents in Technical envelope. The decision of the chairman regarding this will be final and binding on me.
10. I hereby declare that the entries made in this tender form and enclosed draft of agreement on apex are binding for me. To facilitate checking and as a step for ensuring that all documents are enclosed. I have numbered all documents and attested copies. As provided in this tender I have filled relevant entries in the checklist provided along-with this form & same is enclosed in Technical envelope.
11. Committee will open both the envelopes simultaneously but if the documents and EMD are not as per the terms and conditions then offer will not be considered.

The following documents duly filled in and signed, are enclosed along-with the tender.

Enclosures:

- 1) Envelop No. 1 (Tender form duly filled, Along with all necessary documents, Checklist of documents, EMD and tender fee DD or EMD exemption certificate and declaration etc.)
- 2) Envelop No. 2 (Price bid)

Place _____

Yours faithfully,

Date _____

Name and Signature of
the Tenderer

Phone No. _____

Mob. _____

SECTION - I (PART-A)

INSTRUCTIONS TO TENDERERS, TERMS AND CONDITIONS OF TENDER:

INVITATION OF OFFER:

- 1.1 Sealed tenders (in Two Bid System) are invited for the Development of Software for Admission process to Agriculture Technical School Course under the University **jurisdiction** as stated in tender notice no. ARIS/tender/Software Development/ 04 /2024 Dated:**05/04/2024**

ELIGIBILITY CRITERIA:

- 2.1 This is time bound activity hence participant must have capacity to implement said software in stipulated period given in the tender or as per order issued from time to time by Dr. PDKV.
- 2.2 Tender complete in all respects should be submitted in Two Bid System . If possible the tenders would be opened **on 29/04/2024 at 17.00 hrs.**(Technical Bid) in the presence of tenderers representative present at the time of opening.
- 2.3 Technical Envelope containing all the necessary documents need to be signed by authorized representative of the firm.
- 2.4 Bidder should be primarily an IT Software Product Company registered under the Indian Companies Act, 1956 since last three years dealing in IT Software products and /or application development for which the bid is quoted in the tender form having a valid GST Number.
- 2.5 Prime bidder should have worked with a minimum of 1 University/ Institute/ Govt. Agency involving development and implementation of similar solution. Copy of Purchase order and project progress/ completion report/ testimonial from the concerned University to be attached.

SOFTWARE IMPLEMENTATION, DELIVERY, PLATFORM

- 3.1 The University has established its own Data Centre. So, the proposed Software solution has to be hosted at the University Data center **ONLY** and necessary hardware up--gradation to facilitate the same has to be handled by the bidder.
- 3.2 The solution has to be built compulsorily on Microsoft Technology preferably in .NET & MS SQL.
- 3.3 Prime Bidder must provide local manpower for on-site support and scrutiny of documents online at the University Premises during the contract

TWO BID SYSTEM:

- 4.1 During physical submission of Tender, the copies of all tender documents as detailed below, tender fee and EMD demand draft must be submitted in the technical bid in physical form. The technical-bid and Commercial bid must be sealed separately and signed by the tenderer; else it is liable for rejection.
- 4.2 Technical Bid for submission
The following documents should be placed in the Technical Bid

- a. The EMD and Tender fee demand draft.
- b. In case of party claiming SSI or MSME exemption the option “EMD Exemption” should be opted.
- c. Valid Exemption Certificate of SSI, MSME, Co-operative Units and Govt. Parties should be submitted in the physical form.
- d. Acceptance of Terms and conditions of the e-Tender form (Technical Bid) Section-II (Part-A) Technical Details Section-I (Part-B) along with relevant documents duly signed .
- e. Copies of GST certificate, PAN and IT returns (last three years).
- f. Other documents in support of claims as mentioned in Section-I and Section-II by the tenders.

4.3 Commercial bid (Price Bid) for submission :

The Price-Bid has to be submitted in physical form in separate sealed packet. This bid must be signed along with all the details filled in else the tender is liable for rejection.

4.4 Tenderers must affix seal and put address on Technical Bid Envelope.

4.5 If relevant papers / documents are not found in Technical Bid envelope or even if price bid is found in Technical Bid, then also the tender will be considered as non eligible and will stand rejected.

REJECTION OF TENDER:

- 5.1 Any party not fulfilling the conditions of Technical Bid shall be out rightly rejected.
- 5.2 Offers with alternatives to the specification given in the tender will be out rightly rejected.
- 5.3 Conditional tender shall not be considered. Printed terms and conditions of the tenderer shall not be considered as forming part of their tenders. In case any terms and conditions of the Contract applicable to this invitation to tender are not acceptable to tenderers, they should clearly specify deviation in their tender. Dr. PDKV reserves the right to accept or reject them. Dr. PDKV shall not be bound to give reasons for the refusal to consider the tender with deviations.
- 5.4 The Tender analysis will be done and technically and commercially eligible parties as decided by the competent Authority of Dr. PDKV will only be considered eligible. The process of competitive bidding involves the right to implement suitable evaluation process as considered best in the interest of Dr. PDKV.
- 5.5 Price Bid of eligible parties will only be opened.
- 5.6 No erasure or alteration is permitted in the documents submitted by Tender Parties (either in Technical or Price Bid), any such erasure or alteration if done, should be countersigned, failing which tender is liable for rejection.

OPENING OF PRICE BID:

- 6.1 The Price Bid of all eligible parties will be opened as stated in tender (if possible),if not possible it will be opened on suitable date which will be informed to the tenderer participated or will be displayed on our website.

RATE OFFER:

- 7.1 The rates offered should be for Software specified in tender along with the terms and conditions

PRICE NEGOTIATION:

- 8.1 All the right for price negotiation is reserved by the Dr. PDKV. Committee is free to decide the course and method to be adopted for the negotiation purpose.

RETENDER:

- 9.1 The Software shall be re-tendered under the situation that during evaluation of tender (Technical Bid) the No. of eligible tender parties found are less than two. However, if Competent Authority thinks that the Software required urgently, one eligible tender can be considered.
- 9.2 Extension of time and date for acceptance of Tender shall be considered, keeping in view the No. of tenders received up to due date and time.
- 9.3 The item shall be re-tendered when the lowest rates received in the tender are not acceptable to Tender committee, Dr. PDKV. Akola.

CLARIFICATION REQUIRED BY TENDERER:

- 10.1 Any clarifications required in connection with the tender, may be obtained from the office of Officer in Charge, ARIS Cell, DR. PANJABRAO DESHMUKH KRISHI VIDYAPEETH, KRISHI NAGAR, AKOLA- 444104 before submission of their offer. Email id: aris@pdkv.ac.in

EARNEST MONEY DEPOSIT:

- 11.1 Tender Fee 1000/- and Earnest money deposit Rs. 20000/- should be paid in the form of Demand Draft against Assistant Registrar, PGI ,along with Technical bid .
- 11.2 No Interest will be allowed on the Earnest Money from the date of its receipt until it is refunded.
- 11.3 After Tender opening, the EMD of the unsuccessful bidder will be returned to the bidder system.
- 11.4 **Earnest Money in the form of cheques or any other form except above will not be accepted.**
- 11.5 Income Tax Returns/ Balance Sheet
Self-attested copies of Income Tax Returns of the firm for last two consecutive years or Balance sheets of last two consecutive years duly certified by a chartered accountant required as a proof to establish the financial capacity of the bidder.(Need not be given if submitted already in the financial year)

FORFEITURE OF EMD:

- 12.1 In the event of a tenderer, whose tender is received within the closing date and time of the tender as specified, withdrawing his tender before the receipt of final decision or in the event of tenderer whose tender has been accepted, failing to execute an agreement within 7 days from the date of giving the offer and/or failing to deposit Security amount within 10 days from the date of executing an Agreement, the Earnest Money deposited by such tenderer shall be forfeited without any intimation and in the later case the tender also shall be cancelled and order will be placed with other party/parties either from tender process or from open market and any excess expenditure incurred by Dr. PDKV shall be recovered from the defaulting party.
- 12.2 When the party has declared in Technical Bid that his offer is as per the tender specifications but eventually differ in specifications given in Price-Bid his offer shall stand invalid and the EMD will be forfeited.

AWARD OF TENDER, EXECUTION OF AGREEMENT:

- 13.1 The successful parties shall be awarded the tender considering their capacity and if feel necessary based on the report of the technical committee.
- 13.2 A written offer will be issued to successful tenderers for executing the Agreement within 15 days from the date of issue of letter on an appropriate non judicial stamp paper. The cost of the stamp paper will have to be borne by the tenderer..

SECTION - I (PART - B)

GENERAL TERMS AND CONDITIONS OF CONTRACT VALIDITY PERIOD OF THE AGREEMENT: (RATE VALIDITY)

14.1 The validity period of the agreement (Rate) will be for a period up to **31/3/2025** from the date of signing the agreement by the contracted party.

SECURITY DEPOSIT:

15.1 The successful tenderer will have to remit **Security Deposit @ 2%** of the Approximate value of agreement in the form of Demand Draft (of Nationalized/ Scheduled Bank only), drawn in favour of the Assistant Registrar, PGI, Dr. PDKV, Akola

15.2 The Successful tenderer will have to remit Security Deposit within 10 days from the date of Agreement, failure of which EMD will be forfeited and contract will be treated as cancelled and order will be placed with other party/parties either from tender or from open market and any excess expenditure incurred by Dr. PDKV shall be recovered from the defaulting party.

15.3 The Security money would be retained up to the validity period of the Agreement / till confirmation and observance of terms and conditions of tender and will be refunded thereafter without any interest on the Security Deposit after completion of procedure, If the job is completed by the party satisfactorily. Most probably security deposit will be released at the time of final payment only. No interest is payable on S.D. till it is released.

Payment:

16.1 Interest will not be given on the retention money.

16.2 Payment will be made by cheque. Payment will be released after satisfactory completion of software as per the specifications.

ARBITRATION:

17.1 All disputes or differences in relation to this Contract or the interpretation of any of its terms or implementation thereof or arising out of, or concerned directly or indirectly with the contract will be referred to the Arbitration of the Vice Chancellor, Dr. PDKV, Akola who shall have the power to inquire into all the facts of case and to interpret the terms of this agreement and whose decision shall be binding on both the parties.

17.2 The venue of Arbitration shall be Akola. The Arbitrator shall have power with the consent of the parties to extend the time for making and publishing the award.

18 Declaration by the bidder (Please see FORMAT -II)

Copy of Declaration duly signed by bidder regarding acceptance of all tender conditions and also penalty clause, Risk purchase clause, fall clause. These clauses are displayed on website of Govt. of Maharashtra under Tender Purchase section.

19. TECHNICAL ENVELOPE (T1):

First of all, Technical Envelope of the tenderer will be **opened** to verify its contents as per requirements. If the various documents contained in this envelope do not meet the requirements, a note will be recorded accordingly by the tender opening authority and the said tenderer's Commercial Envelope will not be considered for further action but the same will be recorded. Decision of the tender opening authority shall be final in this regard.

20. PRICE BID / COMMERCIAL ENVELOPE (C1):

This envelope shall be opened as per the date and time given in detailed tender schedule. The financial bids shall not be opened till the completion of evaluation of technical bids Commercial Bids of only technically qualified Bidders as mentioned above will be opened. The Firm representative may remain present in the Office of the Tender Opening Authority at the time of opening of Financial Bids.

21. JURISDICTION FOR LEGAL MATTERS:

21.1 If any dispute arises and if for any reason the matter has to be referred Court of Law, Akola Civil Court alone will have the jurisdiction in the matter irrespective of registered place of Contracted firm or any point or place of Dr. PDKV, Akola

SECTION - I (PART: C)

OTHER GENERAL TERMS AND CONDITIONS:

1. Tenders should be submitted in two bid system i.e. technical bid and price bid. Price bid shall be open of those firms who have qualified in technical bid.
2. List of Clients should be enclosed for reference, or technical committee may see the demonstration of proposed software.
3. The all rates for Software development must be inclusive for all taxes. Mention GST separately.

Format -I Check List of documents to be uploaded along with e tender

The following documents should be enclosed by the bidders in the technical envelope.

S.N.	Details	Whether attached	Page no.
1	Covering Letter for tender on the company letter head mentioning official address, Contact No, email address and website (if available) address	Yes/No	
2	EMD and Tender fee demand draft	Yes/No	
3	EMD Exemption certificate (For beneficiary firms) ESSENTIAL		
4	GST Certificate, PAN card of firm (ESSENTIAL)	Yes/No	
5	Income Tax returns of last two year, Balance Sheets for last two financial Years.	Yes/No	
6	Documents proof of similar works experience in Central/State Govt. or Semi Govt. Institution since last 2 year.	Yes/No	
7	Declaration of the tenderer	Yes/No	

Format II

“DECLARATION OF THE TENDERER”

- 1) That I _____ am the authorized nominee of the firm _____ hereby submit tender to the University for the Development of Software for Admission process to Agriculture Technical School Course under the University Dr. PDKV., Akola.
- 2) I am to state that the information provided in the tender form is true and correct
- 3) I may be punished as per law for any wrong information, misleading facts provided in the tender form besides rejection of my tender.
- 4) In case of any dispute, the Jurisdiction will be Akola only.
- 5) I have carefully read all the general and specific terms and conditions of the tender and I solemnly declare that the same are acceptable to me and binding on me.

Place:

Signature of Tenderer:

Date:

Name of Tenderer: _____
Capacity _____ in _____ which _____ signed _____ :
_____ Full address of the
Tenderer : _____ With seal & stamp :
(Attach Identity card Xerox) _____
Phone No. : _____
Mobile No. : _____

SECTION - II (PART - A) TENDER: TECHNICAL BID

To,

Officer in Charge
ARIS Cell,
Dr. PDKV, Akola, Maharashtra.

Subject: Tender for Development of Software for Admission process to Agriculture Technical School Course under the University jurisdiction

Ref:

Sir,

i) I hereby confirm that we have read all the terms and conditions of the tender stated under above number and hereby agree to abide by the said conditions. **ii)** I/we also agree to keep this tender open for acceptance for a period as mentioned in tender paper and in default thereof, I will be liable to forfeiture of my Earnest Money. **iii)** I hereby declare that **a.** I have read all the terms and conditions specified in the e-tender paper and all terms and conditions are acceptable to me. **b.** The rates offered are for Software and our offer is not differing in any respect and if any difference found by Dr. PDKV, the offer shall stand rejected without any legal claim or liability if any on Dr. PDKV and I will be liable to forfeiture of my Earnest Money. **iv)** The details of prescribed earnest money and Tender Fee are as under:-

Sr No	Particulars	Name of Bank	DD Number & Date	Amount in Rs.
1.	EMD			
2.	Tender Fee			

v) The full value of the Earnest Money shall stand forfeited without prejudice to any other right or remedies if: I do not execute an agreement within 15 days from the date of offer given and OR I do not deposit the Security Amount mentioned in the Agreement **within 10 days** from the date of execution of Agreement. **vi)** Following documents are enclosed. **c.** Any other document (Please specify)

e. Declaration about the authority of the signatory to sign and furnish the tender documents under seal. If signatory is sole proprietor it should be on letterhead with seal.

Thanking you,

Yours faithfully,

Signature with seal

Place:-

Name of authorized signatory

:- Date:- Address :- Phone No.

Fax No.

SECTION - II (PART - B)

TO BE SUBMITTED ALONG WITH TECHNICAL BID

Note: The following details should be given completely, failure of which the tender will not be considered as technically eligible and the rates quoted will not be considered for evaluation.

TECHNICAL DETAILS

1.	Name of the firm		
2.	Address along with e-mail		Mobile/Telephone /Fax
2. a	Head Office		
2. b	Whether the firm has ISO-9000-2000 ISO Company (Yes/No)		If yes please attach copy of certificate.
2.c	Whether the Unit is a SSI unit/Co-op/Govt.		Please attach copy of certificate.
3.	Name of Proprietor / Partners / Directors		
4.	Name of authorized contact persons and their Mobile & e-mail. if any		
5.	Date of establishment		
6.	Infrastructure etc.		
6.a	Qualified Personnel		
7	Other Details		
8	GST registration		Please attach copy of certificate
9.	Turnover details	Annual Turnover (Rs. in lakh)	Copies of Audited financial statement/ C.A. Certificate to be enclosed
10.	Principal Bankers	Address	
11.	Declaration : Self declaration on the firm company's letterhead that there is no any outstanding IT/PT dues should be enclosed.		
12.	Cliental List		
13.	Any other related information, if any		

Please attach separate sheet if space is insufficient

I have read all the terms and conditions of tender document under ref no. / / / 2022
Dated...../...../2022 and hereby agree to abide by the said conditions.

Yours faithfully,

(Signature of the Authorized person)

Full name of the Authorized person

Designation

Seal of the firm and date

(This should be enclosed in Commercial envelope C-1)

SECTION- III
TENDER FOR DEVELOPMENT OF SOFTWARE FOR ADMISSION PROCESS TO
AGRICULTURE TECHNICAL SCHOOL COURSE UNDER THE UNIVERSITY
JURISDICTION

Tender Commercial Offer

Sr. No.	Name of Service	Features	Rate exclusive of GST to be quoted per Application form (Approx 4000 applications expected) Rate
1	DEVELOPMENT OF SOFTWARE FOR ADMISSION PROCESS TO AGRICULTURE TECHNICAL SCHOOL COURSE UNDER THE UNIVERSITY JURISDICTION	<p>General Development of portal for displaying the information to the Student, Staff, Scrutiny</p> <p>For Student Online Registration Upload documents of students Multiple colleges/schools Selection Online fees payment through secured payment gateway Download of Application forms</p> <p>For Online Scrutiny Verification of Student Documents Accepting/Rejecting of student form based on document verification Grievance to the student (This work to be done by firm)</p> <p>For staff of office of Lower Agriculture Education Dashboard Showing Student Accepted, Rejected, Applied List</p> <p>For Colleges Enrolled list of students Allocated to college</p>	