



## Broadcast Engineering Consultants India Limited

(A Government of India Enterprises–Under ministry of Information and Broadcasting)

### Request for Expression of Interest

(Invited through e-Tendering mode only)

For

#### EMPANELMENT OF AGENCY FOR IMPLEMENTATION OF ERP SOLUTION FOR GOVERNMENT SECTOR

EOI No. BECIL/IT & Mfg/ERP/Eoi/02

Dated: 01-03-2019

Description of task, e-tender submission format and procedure is provided in the Eoi document available on BECIL Website ([www.becil.com](http://www.becil.com)), e-tendering Website (<http://becil.euniwizard.com>).

Eoi Release Date	01-03-2019	
Last Date of Submission ( <b>Online ONLY</b> )	18-03-2019 by 1.00 p.m.	
Date of Opening of Proposals	18-03-2019 at 3.00 p.m.	

**Note:** Online registration to be done on e-tendering website i.e. <http://becil.euniwizard.com> ,  
[www.becil.com](http://www.becil.com).

#### **BROADCAST ENGINEERING CONSULTANTS INDIA LTD**

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# 1 INSTRUCTIONS TO THE BIDDERS

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## 1.1 STANDARD DEFINITIONS

- |     |                                     |   |
|-----|-------------------------------------|---|
| 1.  | <b>BECIL</b>                        | Means Broadcast Engineering Consultants India Limited, A Government of India Enterprises – Under Ministry of Information and Broadcasting, responsible for shortlisting of agencies as per the requirements of Government Departments / Any Government Organization.  |
| 2.  | <b>Bidder/ Agency</b>               | Means any interested and eligible entity either company registered under Companies Act 1956/ 2013 who submit their proposals that may provide or provides the Services to any Government Department or Government Organization under the Contract.  |
| 3.  | <b>Contract</b>                     | Means the Contract signed by the Parties and all the attached documents listed, i.e. Terms of Reference, the General Conditions and the Appendices.   |
| 4.  | <b>Project Specific Information</b> | Means such part of the Instructions to Bidders used to reflect specific project and assignment conditions.  |
| 5.  | <b>Day</b>                          | Means calendar day  |
| 6.  | <b>Government</b>                   | Means the Government of India   |
| 7.  | <b>Instructions to Bidders</b>      | Means the document, which provides bidders with all information needed to prepare their proposals.  |
| 8.  | <b>Personnel</b>                    | Means professionals and support staff provided by the bidder.   |
| 9.  | <b>Proposal</b>                     | Means the Technical Proposal and the Financial Proposal read separately and also together   |
| 10. | <b>Eoi</b>                          | Means the Expression of Interest prepared by the BECIL for the shortlisting of Agencies.  |
| 11. | <b>Assignment/Job</b>               | Means the work to be performed by the bidder pursuant to the Contract.  |
| 12. | <b>RfP</b>                          | RfP means the document issued to the shortlisted bidders/ agencies which includes terms and conditions, the objectives, scope of work, activities, tasks to be performed, respective responsibilities of any Government Department or Government Organization and the bidder, and expected results and deliverables of the Assignments/job.             |
| 13. | <b>E-Wizard</b>                     | Means e-procurement software product for end-to-end solution for e-Tendering, e-Procurement and e-Auction. It is an exclusively web-based G2B (Government to Business) product for buying goods and services through quotations (RfQ/RfP), tenders (limited, LCB, NCB, ICB), catalogues, reverse auctions and selling goods through tender-cum-auction. |
| 14. | <b>Autonomous Body</b>              | In this EOI Autonomous body means Govt. Autonomous body in India.   |

## 1.2 EOI INFORMATION

S. No.	Description	Remarks
1.	Name of Assignment	<b>Expression of Interest for empanelment of agency for Implementation of ERP Solution for Government Sector</b>
2.	EOI Reference No.	BECIL/IT & Mfg/ERP/Eoi/02
3.	EOI Type	Open
4.	EOI Mode	e-procurement
5.	Eoi Release Date	01-03-2019
6.	Last Date of Submission	18-03-2019 by 1.00 p.m.
7.	Date of Opening of Proposals	18-03-2019 at 3.00 p.m.
8.	Location of Proposal Opening	<u>BECIL Bhawan,</u> <u>Broadcast Engineering Consultants India Limited,</u> <u>56-A/17, Block-C, Sector -62, Noida -201307 (U.P.)</u>
9.	Contact Details for correspondence	<a href="mailto:vinod.dahiya@becil.com">vinod.dahiya@becil.com</a> <a href="mailto:sunilnarula@becil.com">sunilnarula@becil.com</a>
10.	Eoi Category	Works/ Services
11.	EOI Fee (non-refundable)	<u>₹ 10,000/-</u>
12.	e-tender Portal Fee (non-refundable)	<u>INR 3000 + GST(as applicable)/-</u> through e-payment gateway available on e-tendering website.
13.	Proposal Validity period	The Eoi process will conclude with shortlisting of agencies, thereafter RfP process will be taken up to hire the agency for award of contract. Proposal shall remain valid till conclusion of RfP process.
14.	Period of Contract	<u>2 Years.</u>
15.	Contact Details of E-Wizard	<u>Mr. Awesh Tyagi: 9205898224</u> <u>Mr. Bhuneshwar: 9205898226</u> <u>Mr. Nehal: 8800991855</u> <u>Helpdesk (10:00AM to 6:00PM): 011-49606060</u>

### 1.2.1 EOI Fee

The proposal shall be accompanied by a non-refundable EOI fee for an amount of ₹ 10,000/- (Non-refundable) by way of Demand Draft Bankers Cheque payable in the favor of **“Broadcast Engineering Consultants India Limited, New Delhi”** from any scheduled bank.

### 1.2.2 E-tender Portal Fee

The proposal shall also be accompanied by a non-refundable e-tender processing fee of an amount of ₹ 3,000/- +GST (Non-refundable) by e-Gateway in favor of “**ITI Limited, New Delhi**”.

### 1.2.3 Important Notice to all the Bidders

- a) An incomplete or ambiguous or conditional or late proposal is liable to be summarily rejected.
- b) The bidder must attest the original EoI document with authorized signature and stamp as an acceptance of the EOI terms and conditions and submit the same along with the EoI response. In case of non-compliance, the proposal is liable to be summarily rejected.
- c) The submission and opening of proposals will be through e-tendering process. Proposal has to be submitted on-line by due date on <http://becil.euniwizard.com>, however hard copy of the required documents as per Section 3.1 along with the acknowledgement of online submission is to be submitted by 18-03-2019 by 1.00 p.m. EoI Document is to be downloaded directly from any of the following websites:
  - i. <http://becil.euniwizard.com>
  - ii. [www.becil.com](http://www.becil.com)

## 1.3 TERMS & CONDITIONS OF THE EOI

### 1.3.1 Conditions under which this EoI is issued

- a) This EoI is not an offer and is issued with no commitment. BECIL reserve the right to withdraw the EoI and change or vary any part thereof at any stage. BECIL also reserve the right to disqualify any bidder, should it be so necessary at any stage. BECIL may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumption contained in this EoI. These amendments will officially be notified on BECIL/ E-Wizard website.
- b) BECIL reserve the right to withdraw this EoI, alter/ modify the conditions mentioned in this EoI document at any state of the bidding process.
- c) Timing and sequence of events resulting from this EOI shall ultimately be determined by BECIL.
- d) No oral conversations or agreements with any official or employee of BECIL shall affect or modify any terms of this EoI and any alleged oral agreement or arrangement made by a bidder with any department, entity, official or employee of BECIL shall be superseded by the definitive contract that results from this EoI process.
- e) Neither the bidder nor any of the bidder's representatives shall have any claims whatsoever against BECIL or any of their respective officials, agents, or employees arising out of, or relating to this EoI or these procedures (other than those arising under a definitive service contract with the bidder in accordance with the terms thereof).
- f) Bidders who are found to canvass, influence or attempt to influence in any manner the qualification or selection process, including without limitation, by offering bribes or other illegal gratification, shall be disqualified from the process at any stage.
- g) In case of any dispute arising, the decision of the BECIL will be final.

h) The jurisdiction in case of disputes shall be the Courts of Delhi/ New Delhi.

### 1.3.2 Rights to the content of the proposal

For all the proposals received before the last date and time of proposal submission, the proposals and accompanying documentation of the qualification proposal will become the property of BECIL and will not be returned after opening of the qualification proposal. BECIL is not restricted in its rights to use or disclose any or all of the information contained in the proposal and can do so without compensation to the bidders. BECIL shall not be bound by any language in the proposal indicating the confidentiality of the proposal or any other restriction on its use or disclosure.

### 1.3.3 Acknowledgment of Understanding of Terms

- a) By submitting a proposal, each bidder shall be deemed to acknowledge that it has carefully read all sections of this EoI, including all forms, schedules and annexure here to, and has fully informed itself and agrees to accept as to all existing conditions and limitations.
- b) All information supplied by bidders may be treated as contractually binding on the bidders, on successful award of the assignment by the BECIL on the basis of this EoI.

### 1.3.4 Pre-Bid Clarifications

#### a) Bidder's Queries

- i. The Bidders will have to ensure that their queries should reach us by email (at [sunilnarula@becil.com](mailto:sunilnarula@becil.com)) preferably on or before 08/03/2019 by 13:30 Hrs.
- ii. BECIL shall not be responsible for ensuring that the bidders' queries have been received by them. Any requests for clarifications after the indicated date and time will not be entertained by the BECIL.
- iii. The queries should necessarily be submitted in the following format.

S. No.	EoI Document Reference (s) (Section & Page Number (s))	Content of EOI requiring Clarification(s)	Points of Clarification

#### b) Responses to Pre-Bid Queries and Issue of Corrigendum

- i. At any time prior to the last date for receipt of proposals, BECIL may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the EoI Document by a corrigendum.
- ii. The Corrigendum (if any) will be posted on the website .
- iii. Any such corrigendum shall be deemed to be incorporated into this EoI.
- iv. In order to provide prospective Bidders reasonable time for taking the corrigendum into account, BECIL may, at its discretion, extend the last date for the receipt of Proposals.

- v. As a part of clarifications if there are changes in submission format, then all the proposals submitted till that time will be null and void. The bidder has to resubmit the proposals. BECIL will not take any responsibility for any lapse whatsoever on account of this issue.

### 1.3.5 Preparation of the Proposal

At the time of submission of proposal, the bidder has to ensure that each page numbered and is duly signed by the bidder or his duly authorized representative. In case the proposal is signed by the authorized representative, a letter of authorization should be enclosed with the proposal.

#### a) **Proposal Content**

All the forms provided in the annexures should be submitted with relevant information and documents as asked in the EoI document.

Proposal must be submitted in the form of all the duly signed forms as per Annexures of EoI & Other Undertakings.

Proposal should be a complete document. A compliance statement offering the compliance to various clauses of the EoI should be signed and attached with the proposal.

#### b) **Proposal Preparation Cost**

The bidder shall bear all its cost associated with or relating to the preparation and submission of its proposal, including, but not limited to preparation, copying postage, delivery fees, costs incurred in conduct of informative and other diligence activities, participation in meetings/ discussions/ presentations, in providing any additional information required by BECIL to facilitate the evaluation process, and in negotiating a definitive contract or all such activities related to the bid process. BECIL will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process

#### c) **Language of the Proposal**

The Proposal, all the correspondence and documents should be filled by the bidders in English language only.

### 1.3.6 Submission of the Proposal

The bidders are advised to study the EoI document carefully. Submission of Proposal shall be deemed to have been done after careful study and examination of the EoI document with full understanding of its implications. Bidders shall submit their responses online through e-tendering website <http://becil.euniwizard.com>. Proper details regarding qualification criteria should be submitted.

Interested bidders can download EoI document from BECIL website [www.becil.com](http://www.becil.com), or <http://becil.euniwizard.com>.

**INTERESTED BIDDERS SHOULD SUBMIT THE PROPOSAL AS PER THE TIMELINES SPECIFIED IN THE EOI DOCUMENT.**



### 1.3.7 Proposal Validity

Eoi process will conclude with shortlisting of agencies, thereafter RfP process will be taken up to hire the agency for award of contract. Proposal shall remain valid till conclusion of RfP process.

## 1.4 GENERAL CONDITIONS OF THE EOI

### 1.4.1 Confidentiality

Information relating to evaluation of proposal and recommendations concerning awards shall not be disclosed to the bidders who submitted the proposal or to other persons not officially concerned with the process, until the publication of the award of contract. The undue use by any bidder of confidential information related to the process may result in the rejection of its proposal and may be subject to the provisions of BECIL's antifraud and corruption policy.

### 1.4.2 Conflict of Interest

- a) BECIL requires that bidders provide professional, objective, and impartial advice and at all times and hold the Government Departments / Any Government Organization's interests paramount, strictly avoiding conflicts with other Assignment/ jobs or their own corporate interests and act without any consideration for future work.
- b) Without limitation on the generality of the foregoing, bidders, and any of their affiliates, shall be considered to have a conflict of interest and shall not be engaged, under any of the circumstances set forth below:
  - i. **Conflicting activities:** A bidder that has been engaged by the Government Departments / Any Government Organization to provide goods, works or assignment/ job other than consulting assignment/ job for a project and any of its affiliates, shall be disqualified from providing consulting assignment/ job related to those goods, works or Assignment/job. Conversely, a bidder hired to provide consulting assignment/ job for the preparation or implementation of a project and any of its affiliates, shall be disqualified from subsequently providing goods or works or assignment/ job other than consulting assignment/ job resulting from or directly related to the bidder's consulting assignment/ job for such preparation or implementation. For the purpose of this paragraph, assignment/ job other than consulting assignment/ job are defined as those leading to a measurable physical output.
  - ii. **Conflicting Assignment/ job:** A bidder (including its Personnel and Sub-contractors) or any of its affiliates shall not be hired for any Assignment/ job that by its nature, may be in conflict with another assignment/ job of the bidder to be executed for Government Departments / Any Government Organization.
  - iii. **Conflicting relationships:** A bidder (including its Personnel and Sub-contractors) that has a business or family relationship with a member of the Government Departments / Any Government Organization's staff who is directly or indirectly involved in any part of (i) the preparation of the Scope of

Work related to the assignment/ job, (ii) the selection process for such assignment/ job, or (iii) supervision of the Contract, may not be awarded a Contract, unless the conflict stemming from this relationship has been resolved in a manner acceptable to the Government Departments / Any Government Organization throughout the selection process and the execution of the Contract.

- c) Bidders have an obligation to disclose any situation of actual or potential conflict that impacts their capacity to serve the best interest of Government Departments / Any Government Organization, or that may reasonably be perceived as having this effect. Any such disclosure shall be made as per the Standard forms of technical proposal provided herewith. If the bidder fails to disclose said situations and if the Government Departments / Any Government Organization comes to know about any such situation at any time later, it may lead to the disqualification of the bidder during bidding process or the termination of its Contract during execution of assignment.

#### 1.4.3 Right to accept or reject any or all proposals

- a) Notwithstanding anything contained in this document, BECIL reserves the right to accept or reject any proposal and to annul the Selection Process and reject all proposals, at any time without any liability or any obligation for such acceptance, rejection or annulment, and without assigning any reasons thereof.
- b) BECIL reserves the right to reject any proposal if: (a) at any time, a material misrepresentation is made or discovered, or (b) the bidder does not provide, within the time specified by the BECIL, the supplemental information sought by the BECIL for evaluation of the proposal. Misrepresentation/ improper response by the bidder may lead to the disqualification of the bidder.

#### 1.4.4 Fraud and corrupt practices

- a) The Bidders and their respective officers, employees, agents and advisers shall observe the highest standard of ethics during the Selection Process. Notwithstanding anything to the contrary contained in this document, BECIL shall reject a proposal without being liable in any manner whatsoever to the bidder, if it determines that the bidder has, directly or indirectly or through an agent, engaged in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice (collectively the "Prohibited Practices") in the Selection Process. In such an event, the BECIL shall, without prejudice to its any other rights or remedies, forfeit the EMD, as the case may be, as 'mutually agreed genuine pre-estimated compensation and damages payable to the BECIL for, *inter alia*, time, cost and effort of BECIL, in regard to this document, including consideration and evaluation of such bidder's proposal.
- b) Without prejudice to the rights of the BECIL herein above and the rights and remedies which the BECIL may have under the contract, if bidder is found by BECIL to have directly or indirectly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice during the Selection Process, or after the execution of the contract, such bidder shall not be eligible to participate in any tender or EoI or RfP issued by BECIL

during a period of three years from the date such Bidder, as the case may be, is found by BECIL to have directly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice.

- c) For the purposes of this Para, the following terms shall have the meaning hereinafter respectively assigned to them: (a) "corrupt practice" means (i) the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the action of any person connected with the Selection Process (for avoidance of doubt, offering of employment to or employing or engaging in any manner whatsoever, directly or indirectly, any official of the BECIL who is or has been associated in any manner, directly or indirectly with the Selection Process or has dealt with matters concerning the contract or arising therefrom, before or after the execution thereof, at any time prior to the expiry of one year from the date such official resigns or retires from or otherwise ceases to be in the service of BECIL, shall be deemed to constitute influencing the actions of a person connected with the Selection Process); or (ii) save as provided herein, engaging in any manner whatsoever, whether during the Selection Process or after the execution of the contract, as the case may be, any person in respect of any matter relating to the Project or the contract, who at any time has been or is a legal, financial or technical Entity advisor of Government Departments / Any Government Organization in relation to any matter concerning the Project; (b) "fraudulent practice" means a misrepresentation or omission of facts or disclosure of incomplete facts, in order to influence the Selection Process; (c) "coercive practice" means impairing or harming or threatening to impair or harm, directly or indirectly, any persons or property to influence any person's participation or action in the Selection Process; (d) "undesirable practice" means (i) establishing contact with any person connected with or employed or engaged by Government Departments / Any Government Organization with the objective of canvassing, lobbying or in any manner influencing or attempting to influence the Selection Process; or (ii) having a Conflict of Interest; and (e) "restrictive practice" means forming a cartel or arriving at any understanding or arrangement among Applicants with the objective of restricting or manipulating a full and fair competition in the Selection Process.

#### 1.4.5 Agency's code of conduct and business ethics

BECIL is committed to its 'values & beliefs' and business practices to ensure that companies and agencies, who supply goods, materials or services, will also comply with these principles.

**a) Bribery and corruption:**

Agencies are strictly prohibited from directly or indirectly (through intermediates or subcontractors) offering any bribe or undue gratification in any form to any person or entity and / or indulging in any corrupt practice in order to obtain or retain a business or contract.

**b) Integrity, indemnity & limitation:**

Agencies shall maintain high degree of integrity during the course of its dealings with business/ contractual relationship with BECIL. If it is discovered at any stage that any business/ contract was secured by playing fraud or misrepresentation or suspension of material facts, such contract shall be voidable at the sole option of the competent authority of BECIL. For avoidance of doubts, no rights shall accrue to the

agency in relation to such business/ contract and BECIL or any entity thereof shall not have or incur any obligation in respect thereof. The agency shall indemnify BECIL in respect of any loss or damage suffered by BECIL on account of such fraud, misrepresentation or suspension of material facts.

**c) Reporting Misconduct:**

Agencies are required to report any misconduct/ violations/ improper demands from BECIL employees to the Chief Vigilance Officer/ Director (O&M)/ CMD. All communication in this regard should be directed only to above as per below mentioned email ids;

Director (O&M) : [dr.gogoi@becil.com](mailto:dr.gogoi@becil.com)  
Chairman and Managing Director : [george@becil.com](mailto:george@becil.com)

No Communication shall be encouraged to any other authority / external sources in this regards.

**1.4.6 Arbitration Clause**

Any dispute or difference or claim arising out of or in relation to this contract including the construction, validity, performance or breach thereof, shall be settled or decided by arbitration to be conducted by CMD, BECIL or by any other person nominated by CMD, BECIL. Arbitration shall be conducted as per Arbitration & Conciliation Act, 1996. The seat of Arbitration shall be at New Delhi.

The agency must ensure that there is no legal action/dispute initiated or pending at the time of signing of contract and during the execution and implementation (i.e. currency) of the project which is likely to concern or affect BECIL in any manner. If any, such case is found pending, the contract will automatically become invalid and the agency will be penalized by withholding the EMD, PBG and legal action will be initiated as deemed fit by competent authority. All ongoing and future business association with BECIL will also be terminated.

## 2 PURPOSE OF EOI & BROAD SCOPE OF WORK

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The purpose of this EOI is the empanelment of agency for Implementation of ERP Solutions for Government Organizations.

Any business opportunity generated by partners shall be executed by respective partners as per customer requirements.

### 2.1 BACKGROUND

#### 2.1.1 BECIL

**Broadcast Engineering Consultants India Limited (BECIL)** an ISO 9001:2015, ISO 27001:2013 and ISO/IEC 20000:2012 certified, Mini Ratna, Central Public Sector Enterprise of Government of India was established on 24th March 1995. BECIL provides project consultancy services and turnkey solutions encompassing the entire gamut of radio and television broadcast engineering viz; content production facilities, terrestrial transmission facilities, satellite and cable broadcasting facilities in India and abroad. It also provides associated services like building design and construction related to broadcasting, human resource related activities like training and providing man power. BECIL also undertakes supply of specialized communication, monitoring, security and surveillance systems to defense, police and para-military departments. BECIL has its head office in Delhi and corporate office in Noida. The regional office is in Bangalore.

Over the years, BECIL has consciously groomed and developed a team of in-house, versatile and dedicated engineers and also cultivated and harnessing a vast reservoir of professionals drawn from various fields of broadcasting industry which includes public and private broadcasters, defense and cable industry. Through this network of resourceful technical professionals, BECIL has established its pan India presence to serve the needs of the industry.

BECIL has a vast reservoir of experts and integrates the expertise of All India Radio (AIR) and Doordarshan (DD), the national broadcaster of India, creating one of the largest Radio Networks catering to nearly a billion people and the world's largest Terrestrial Television Network supplemented by Analogue and Digital satellite Broadcasting services reaching out to millions of TV homes in India and abroad.

BECIL works as consultancy agency, system integrator as well as a turnkey solution provider in the fields of Broadcast Engineering and Information & Communication Technology.

### 2.2 BROAD SCOPE OF WORK

The scope of work for the bidder shall include the following activities with end customer.

- A. ERP Product Licenses Procurement.
- B. Module-wise ERP SRS Study
  - Iterative Modules wise multiple modules activity in parallel & overlapped:
    - 1. Module-wise ERP SRS Sign-off
    - 2. Module wise Product v/s SRS's Gap Analysis
    - 3. Customization Estimation Submission based on Gap Analysis
- C. Analysis on Hardware/Software requirement on Cloud & at end customer's locations
- D. Customization, Unit-Testing, QA, UAT & Training of ERP

- E. Project Coordination & Tracking during Implementation
  - 1. Support and planning of the Implementation phase
  - 2. Review and support decision for the project scope
  - 3. Initiate project planning of all project phases
  - 4. Assign adequate resources to the project to conclude the project successfully in given timelines
  - 5. Prepare and conduct the kick-off meeting
  - 6. Create and communicate project status reports to the project stakeholders
  - 7. Ensure quality and timeliness for the services
  - 8. Ensure customer acceptance for delivered modules and services
- F. Iterate process for respective Modules till ERP enablement
- G. ERP Support and Customizations as per Change Request
- H. Project User Acceptance Sign-off Module –wise
- I. Support Change-Requests
- J. Train and Operationalize Users with ERP Implementation team’s Hand-holding Staff support.
- K. Project Management Reporting all along.

The bidder will carry out following key tasks during the project cycle:

- 1) The bidder has to learn existing processes in the organization at the start.
- 2) Existing data owners and process owners have to be able to interact comfortably with the implementing team in order to share and help enable the ERP system. There will be few possible process improvements. The bidder will suggest with help of the employee process owners, as and when required.
- 3) The existing systems/processes/data-exchange-formats in use have to be studied by the bidder in full detail.
- 4) Customize ERP Modules. Any ERP product implementation always requires customizations of the plain product from existing implemented processes in the product to the organization’s processes.
- 5) For users to migrate from one system to new system’s module, the bidder will enable the existing users with handholding operational support to be able to gain confidence both by management and by the users to switch comfortably with least difficulty and lowest learning curve.
- 6) Complete hand-over with User Acceptance for each Module of ERP.  
ERP is a complex software solution that encompasses each aspect of the business. The ERP solution should enable end-to-end information sharing and decision making across end customer.
- 7) Indicative ERP Modules may be COTS based, customized or development as per requirements on winning the tender/contract (All of these may not be used at the same time in single solution, but these modules are generic and will be customized depending on the customer requirements and may increase/decrease as per project).

<b>Education Modules</b>	
Pre-Admission	Admission & Academics
Fee Management	Self Service Portal for Students
Hostel & Mess Management	Pre-Examination Management

Examination Management & Result Processing	Student Attendance Management
Alumni Management & Student Verification	Convocation Management
Affiliation Management	Scholarship Management
Question Bank Management	Guest House Management
VC/Director's Office Management	On Screen Evaluation System
Recruitment Management	Directorate of Extension Education & KVK Management
Agriculture Research Management	Veterinary Hospital Management & Diagnostic Centre Management
Livestock Farm Management	Dairy Plant Management
AI Cell Management (Artificial Insemination Unit Management)	Meat Plant Management
Agro Metrology	Vet Portal
Vetipedia	Call Centre Management
Disease Information System	GPS Based Veterinary Vehicle/ Ambulance Tracking System
Agriculture Farm Management	University Fodder Research Management
<b>Administrative &amp; HRMS Modules</b>	
Establishment	Recruitment
Employee Payroll Management	Employee GPF Management
Employee Self-Service Management	Employee Leave Management
Employee Pension Management	Feedback Management
Assets Management	Knowledge Management
Physical File Tracking Management	e-Noting Management
Letter Movement System (Dak)	Transport Fleet Management
Grievance/Complaint Management	Online/Digital Document Management System
Performance Management	Staff Welfare Management
Transfer Management	Secretary Cell
<b>Development Authorities Modules</b>	
Land Acquisition	Land Allotment
Scheme Management	E-Auction
Industrial Land Management	Urban Land Management
Regularization (Niyaman)	Licensing Module
Urban Tax Management	Export Management
Sales Module- Process Industry	Sales Module- Manufacturing
Property Tax Management	Road Safety Management
Production Planning	-
<b>BFSI Modules</b>	
Financial Accounting	Budgeting
Employee Bill Management	Loan Management
<b>Forest Modules</b>	
Logging Management	Deport Management
Forest Inventory Management	E-tendering
Medicinal Herbs/ Tendu Leaves Mangement	Buyer & Supplier Portal
Resource Centre	Grant, Scheme Management
<b>Other Generic Modules in Government Sector</b>	
Vendor Empanelment & contract Management	Customer Relationship Management
Vendor Billing Management & PFMS Integration	E-Commerce Portal
RTI Cell Management	Legal Cell Management
Event Planning Management	Campaign Wings Management

Campaign Planning/Media Planning Management	Campaign Monitoring Management
Vendor Inspection Management	Mobile App (for Employees, Clients and Vendors)
CMS based website	Web Portal
Inventory Management	Sales Management
Purchase & Payables	Maintenance & Repairs
Waste Management	Go-down & Warehouse Management
Dispatch Management	Procurement & Receiving
Parliament Question Record & Follow-up Management	IVR based Call Center
GST with RCM (Reverse Charge Mechanism)	Sub-contracting
Production, Planning & Control	Logistics Management
Project Management	Inspection & Packaging
User Management & Administration	Workflow Management
MIS & Dashboards	Retail Stores Management
BI & Analytics	AI based BOT
AI Based BoT (Database Driven)	Supply Chain Management
Information Kiosk 32/40 Inches Standee Model along with Software	Citizen-centric Kiosk 32/40 Inches along with Software
Marketing Management	Market Research Management

### 3 QUALIFICATION CRITERIA & PROPOSAL EVALUATION

#### 3.1 QUALIFICATION CRITERIA

The bidders that meet **ALL** of the following qualification criteria need only apply. The bidder shall fulfill all of the following qualification criteria independently on the date of submission of proposal or as specified in the criteria:

##### 3.1.1 Qualification Evaluation Criteria - Financial

S. No.	Criteria	Compliance (Yes/ No)	Supporting documents to be submitted
1.	<b>Bidder Should be</b> company registered under Companies Act 1956/2013.		Certificate & Signed and Stamped Form as per Annexure-2 With copies of supporting documents.
2.	<b>Mandatory Certificates/ Undertakings</b>		
	i. Bidder Members should not have been blacklisted by any of the Central Government or State Government or any organisation under Central/ State Government. Should not have been found guilty of any criminal offence by any court of law in In-		Undertaking on a non-judicial stamp paper of ₹ <u>100/- certified by Notary.</u>



S. No.	Criteria	Compliance (Yes/ No)	Supporting documents to be submitted
	dia or abroad.		
	ii. Bidder and its directors and officers should not have been convicted of any criminal offence related to their professional conduct or the making of false statement or misrepresentations as to their qualifications to enter into procurement contract disqualified pursuant to debarment proceedings.		Undertaking on a non-judicial stamp paper of ₹ 100/- certified by Notary.
	iii. Bidder should not have a conflict of interest in the procurement in question as specified in the bidding documents. Comply with the code of integrity as specified in the bidding document		Self-Declaration / Certification on letter head.
3.	<b>Tax Registration:</b> The Bidder should submit		
	a. GSTN		
	b. PAN		
4.	<b>Solvency Certificate:</b> Bidder should not be insolvent, in receivership, bankrupt or being wound up, not have its affairs administered by a court or a judicial officer, not have its business activities suspended and must not be the subject of legal proceeding for any of the foregoing reasons		Solvency Certificate of INR 1 CR from bank.
5.	<b>Business Turnover:</b> Bidder should have an average annual turnover of ₹ 5 (Five) Crores from Software Development/ERP implementation & Managed Services of the last three consecutive financial years i.e.2015-16, 2016-17 and 2017-18. The company should be a profit making company.		CA certificate
6.	The bidder should be an existing ERP solution provider and should have successfully supplied their solution to at least two government projects worth INR 50 Lakhs in India.		They should furnish a Work Order, Completion certificate and/or letter from these Departments certifying satisfactory performance of the tenderer
7.	Bidder should be minimum CMMI level 3 company.		Certificate should be valid at the time of bid.
8.	Bidder should have valid ISO 9001:2012 or ISO 9001:2015 certificate.		Certificate should be valid at the time of bid.
9.	Bidder company should have at-least 20 Skilled personnel.		EPF Registration certificate (of employees) to be submitted.
10.	The Bidder should have office in India : i) Ready to open another office, if required,		Undertaking on a non-judicial stamp paper of ₹

S. No.	Criteria	Compliance (Yes/ No)	Supporting documents to be submitted
	by customer/project requirements. ii) Training & support to be provided as per client's requirement. iii) Onsite Technical Man Power as per customer/project requirements. iv) Dedicated Manager/management team to manage customer.		100/- certified by Notary that Bidder is ready to open another office, if required, by customer/project requirements.

### 3.1.2 Qualification Evaluation Criteria – Technical

S.No.	Parameters	Weightage in terms of scoring		Max Score
1	Presence (duration in years) of the Bidder in the field of System Integration / IT/ICT/Software-Development/ERP Deployment Business.	Up to 3 years of Presence	0	5
		3 to 5 Years of Presence	2	
		5 to 10 Years of Presence	3	
		10 or More than 10 Years of presence	5	
2	Relevant Field in Govt. Department / PSUs / Govt. Autonomous Bodies in terms of Business Volume.	From Rs 50 Lakhs to Rs 1 Cr	2	10
		INR 1 Cr to 1.5 Cr	4	
		INR 1.5 Cr to 2.0 Cr	6	
		2.0 Cr to 2.5 Cr	8	
		Above 2.5 Cr	10	
3	Experience of the Bidder in the Relevant Field in Govt. Department / PSUs /Govt. Autonomous Bodies in terms of Number of Similar Projects	2 to 4 ERP / Software Projects of similar nature	2	10
		4 to 6 ERP / Software Projects of similar nature	4	
		6 to 8 ERP / Software Projects of similar nature	6	
		8 to 10 ERP / Software Projects of similar nature	8	
		10 or more than 10 ERP / Software Projects of similar nature	10	
4	Organization and Ownership Status of the Bidder	Private Limited Company	3	5
		Public Ltd Company / Govt. Autonomous Body/PSU	5	
5	Average Annual Turnover Of the Bidder during last three financial years	INR 5 CR to INR 10 CR	2	10
		INR 10 CR to INR 15 CR	5	

		INR 15 CR or more	10	
6	Availability of Skilled Man-Power with the Bidder to Handle the Project	From 20 to 30 skilled Personnel	2	5
		From 30 to 40 skilled Personnel	3	
		40 or more skilled Personnel	5	
7	Bidder's presence in NCR	No	2	5
		Yes	5	
8	Is Bidder an OEM/Owner of ERP Platform/Software	No	0	5
		Yes	5	
9	Professional Partnership for Software development with Large OEMs Like Microsoft/Oracle/SAP/IBM/Adobe/Google	No	0	5
		Yes	5	
10	Quality Certification of Bidder	CMMI Level 3	2	5
		ISO 9001 and CMMI Level 3	3	
		ISO9001 and CMMI Level 5	5	
11	Technical Presentation + Understanding of Requirement, Technical Solution, Project Implementation Plan, Demonstrable Experience Warranty / Post-Warranty Support Plan	Should be able to demonstrate a strong winning edge for BECIL & Successful project completion	-	30
12	Experience in Multisite ERP Solution Deployment	No	0	3
		Yes	3	
13	Experience in ERP Deployment on cloud	No	0	2
		Yes	2	
Final score				
<b>MAXIMUM SCORE OF TECHNICAL BID</b>				<b>100</b>

Note 1: Technical Presentations at point 11 above will be called separately after opening of EOI.

### 3.2 PROPOSAL EVALUATION

- a) The bidders' proposals will be evaluated as per the requirements specified in the EoI and adopting the qualification criteria spelt out in this EoI. The Bidders are required to submit all required documentation as per qualification criteria specified in EoI.
- b) It will be bidder's responsibility to furnish sufficient and relevant information/ documents in support of their claim that they meet the requirements in the qualification criteria fully.
- c) EoI proposals received by the prescribed date and time shall only be considered and evaluated by evaluation committee constituted by competent authority.
- d) Evaluation of proposals shall be based on :
  - i. Information contained in the proposal, the documents annexed there to and clarifications provided, if any.
  - ii. Experience and Assessment of the capability of the bidder based on past record.
  - iii. Comments on ToR/ Scope of Work as per annexure provided in EoI document.

- e) BECIL reserves right to seek any clarifications on the already submitted bid documents; however no fresh documents shall be accepted in support of proposals.
- f) Conditional proposals shall NOT be accepted on any ground and shall be rejected straightway. If any clarification is required, the same should be obtained before submission of the proposals.
- g) Even though bidders satisfy the necessary requirements they are subject to disqualification if they have:
  - i. Made untrue or false representation in the form, statements required in the EOI document.
  - ii. Records of poor performance such as abandoning work, not properly completing contract, financial failures or delayed completion.

## 4 ANNEXURES

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### 4.1 ANNEXURE 1: PROPOSAL COVERING LETTER (ON BIDDER'S LETTER HEAD)

To,

The Chairman and Managing Director,

Broadcast Engineering Consultants India Limited,

56-A/17, Block-C, Sector -62, Noida -201307 (U.P.)

**Subject:           Submission of the Proposal for <insert Eol Name> <Eol No.>**

Dear Sir,

We, the undersigned, offer to provide services to BECIL with reference to your Expression of Interest <insert Eol Name> dated <insert Eol date> and our Proposal. We are hereby submitting our proposal.

We hereby declare that all the information and statements made in this proposal are true and accept that any misinterpretation contained in it may lead to our disqualification.

We agree to abide by all the terms and conditions of all the volumes of this Eol document. We would hold the terms of our proposal valid for the number of days as stipulated in the Eol document.

Yours sincerely,

(Authorized Signatory)

Signature:

Name:

Designation:

Address:

Seal:

Date:

## 4.2 ANNEXURE 2: BIDDER'S GENERAL INFORMATION (ON BIDDER'S LETTER HEAD)

**Bidder need to fill in the details (with supporting documents attached).**

1.	Name of Bidder	
2.	Type of Bidder (registered company under Indian Companies Act, 1956/ 2013)	
3.	Year of establishment	
4.	Address of registered office with telephone no. and fax no.	
5.	Address of office/s in National Capital Region of Delhi	
6.	A profile of the bidder clearly declaring the domain specific expertise/ experience of the bidder	
7.	No. of years of Experience in consulting / advisory services	
8.	Permanent Account No.	
9.	GSTN Reg. No.	
10.	Whether the firm has been blacklisted by any Central Govt. / State Govt./PSU/ Govt. Bodies / Autonomous? If yes, details thereof.	
11.	Status and details of disputes/ litigation/ arbitration, if any.	
12.	Name, Designation and address of the officer to whom all references shall be made regarding this EoI	
13.	Contact details of Authorized signatory in reference to this EoI	

(Authorized Signatory)

Signature:

Name:

Designation:

Address:

Seal:

Date:

### 4.3 ANNEXURE 3: DECLARATION LETTER (ON BIDDER'S LETTER HEAD)

#### DECLARATION

- i. I, <Name & Designation> solemnly affirm that the facts stated above are correct and nothing has been withheld. If any information submitted above, is found to be false or fabricated, I may be liable to be debarred from Engagement.
- ii. I permit BECIL to inspect my records to ascertain the above facts.
- iii. I permit BECIL to cross check the above facts from any other source.
- iv. I or my authorized representative, if required by BECIL, would make a presentation before the duly constituted Committee at my own cost.
- v. I will abide by the decision of BECIL regarding Engagement.
- vi. I have read & understood the EoI document and agree to all the terms & conditions stated therein.

(Authorized Signatory)

Signature:

Name:

Designation:

Address:

Seal:

Date:

#### 4.4 ANNEXURE 4: ACCEPTANCE LETTER (ON BIDDER'S LETTER HEAD)

To,

The Chairman and Managing Director,

Broadcast Engineering Consultants India Limited,

56-A/17, Block-C, Sector -62, Noida -201307 (U.P.)

**Subject: Acceptance of EoI Terms & Conditions of <EoI No.>**

Dear Sir,

1. I/We hereby certify that I/We have understood and clarified the entire terms and conditions of the EoI documents and I/We shall abide by the conditions/clauses contained therein.
2. **I/We hereby unconditionally accept the EoI conditions of EoI document in its entirety for the above work.**
3. The contents of clauses of the EoI documents have been noted wherein it is clarified that after unconditionally accepting the EoI conditions in its entirety, it is not permissible to put any remarks/ conditions in the EoI and the same has been followed in the present case. In case, this provision of the EoI is found violated after opening the proposal. I /We agree that the EoI shall be rejected and Government Departments / Any Government Organization shall without prejudice to say other right or remedy be at liberty to forfeit the said earnest money absolutely,
4. 'That, I/We declare that I/We have not paid and will not pay any bribe to any officer of BECIL for awarding this contract at any stage during its execution or at the time of payment of bills, and further if any officer of BECIL asks for bribe/ gratification, I/We will immediately report it to the Appropriate Authority'.

Yours sincerely,

(Authorized Signatory)

Signature:

Name:

Designation:

Address:

Seal:

Date:



#### 4.5 ANNEXURE 5: FORMATS FOR SUBMISSION OF INFORMATION IN PROPOSAL

##### 4.5.1 Detail of Work Experience (on bidder's Letter Head)

###### Experience of ERP Implementations

S. No.	Client Name	Work Order Ref. No.	Date of WO	Date of Start	Date of Completion (if any)	Scope of Work	Amount of Work Order

(Authorized Signatory)

Signature:

Name:

Designation:

Address:

Seal:

Date:

4.5.2 Team Members as per Qualification Criteria (on bidder's Letter Head)

S. No.	Name of Employee	Date of joining	Profile	Designation	Details of experience

(Authorized Signatory)

Signature:

Name:

Designation:

Address:

Seal:

Date:

#### 4.5.3 Financial Strength of the Bidder (CA Certified Copy)

S. No.	Financial Year	Net-worth Status (Positive/Negative)	Whether Profitable (Yes/ No)	Annual Profit Before Tax (in Lakhs of ₹)	Overall Annual Turnover (in Crores of ₹)	Annual Turnover from ERP Implementations (in Crores of ₹)
	2015-16					
	2016-17					
	2017-18					

(Note: Auditor's certificate should be submitted along with proposal)

(Authorized Signatory)

Signature:

Name:

Designation:

Address:

Seal:

Date:

4.5.4 Infrastructure and Presence of the Bidder (on bidder's Letter Head)

S. No.	Office Location	Office Address	Detail of implemented ERP system/s present with the Bidder	Year of Purchase of ERP system/s

(Authorized Signatory)

Signature:

Name:

Designation:

Address:

Seal:

Date:

4.5.5 Comments /suggestions on Scope of Work (on bidder's Letter Head)

<b>S. No.</b>	<b>EoI Document Reference (Para &amp; Page)</b>	<b>Content of EoI</b>	<b>Point-wise Comment / Suggestions on the Reference Paras</b>

(Authorized Signatory)

Signature:

Name:

Designation:

Address:

Seal:

Date: