

EXPRESSION OF INTEREST (EOI)

(Invited through e-Tendering mode only)

for the empanelment of agencies

for supply of technical manpower (skilled/ non-skilled) and/or ERP solutions and/or Information Technology Assessments

Reference No. BECIL/IT-PROJECTS/EOI/01/2021

(Dated: 17.04.2021)



Broadcast Engineering Consultants India Limited

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

Head Office: 14-B Ring Road, IP Estate, New Delhi-110002

Tel: +91 11 23378823 Fax: 91 1123379885

Corporate Office: 56-A/17, Block-C, Sector-62, Noida-201307

Tel: +91 120 4177850 Fax: +91 120 4177879

Website: <https://www.becil.com/>

Eol Information

Description of services, e-tender submission format and procedure is provided in the Eol document available on e-tendering Website <https://becil.euniwizarde.com>

S. No.	Description	Remarks
1.	Tender Reference No.	BECIL/IT-PROJECTS/EOI/01/2021
2.	Tender Type	Tender for empanelment
3.	Tender Mode	e-procurement
4.	Eol Release Date	17.04.2021
5.	Last Date of Submission (Online ONLY)	29.04.2021 1500 Hours
6.	Date of Opening of Proposals	29.04.2021 1530 Hours
7.	Last Date of Submission (Hardcopy ONLY)	30.04.2021 1530 Hours
8.	Eol Processing Fee (Non-refundable)	₹ 10,000.00 (Rupees Ten Thousand Only)
9.	E-tender Portal Fee for referred tender (Non-refundable)	₹ 3,540/- (Rupees Three Thousand Five Hundred Forty Only)
10.	Empanelment Fee, if qualified (Non-refundable)	₹ 50,000.00 (Rupees Fifty Thousand Only)
11.	Location of Proposal Opening	<i>The Chairman and Managing Director, Broadcast Engineering Consultants India Limited, 56-A/17, Block-C, Sector -62, Noida -201307 (U.P.)</i>
12.	Contact Details for correspondence	Shri Ravindra Jagtap (General Manager, BECIL)
13.	Eol Category	Services
14.	Proposal Validity period	<u>120 Months from the day of opening of the Proposal</u>
15.	Contact Details of E-Wizard	<u>Mr. Akshay: +91-9355030623</u> <u>Helpdesk (10:00AM to 6:00PM): 011-49606060</u>

(Ravindra Jagtap)
General Manager
Broadcast Engineering Consultants India Limited

Instruction to BIDDER (for e-tendering)

Registration on e-tendering portal of BECIL

1. To participate in the E-Bid process, it is mandatory for bidders to register with 'E-Wizard' and to have valid user ID & Password.
2. Prospective bidders are advised to obtain Digital Signature (Level 3 with Signing + Encryption) and register themselves at <https://becil.euniwizarde.com> well in advance. Please note that BECIL will in no way responsible if a bidder fails to apply due to non-possession of Digital Signature & non-registration.
3. As a part of pre-bid 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 again. BECIL will not take any responsibility for any lapse whatsoever on account of this issue.
4. Compliance to registration requirements and payment regarding the same etc. and timely uploading of the proposals will be responsibility of the bidder.
5. To participate in the e-Bid submission, it is mandatory for the bidder to have a user ID & Password. For this purpose, bidder has to register itself with BECIL through E-Wizard Website given below. Please also note that the bidder has to obtain digital signature token for applying for the e-Bid. In this connection, bidder may also obtain the same from E-Wizard.)
6. Steps for Registration:
 - a. Go to website <https://becil.euniwizarde.com>
 - b. Click the link "Bidder Enrollment"
 - c. Enter the details about the E-tendering as per format
 - d. Click "Register"
 - e. E-tender will get confirmation with Login ID and Password
 - f. The Annual registration charges for vendor/ supplier are ₹ 2,000.00 + 18% (GST) per annum (Through e- payment gateway).
7. Steps for application for Digital Signature from E-Wizard:
 - a. Download the Application Form from the website <https://becil.euniwizarde.com>. Follow the instructions as provided therein. In case of any assistance, you may contact E-Wizard officers whose address is given in the EoI document. Proposal is to be submitted through online mode on website <https://becil.euniwizarde.com> in the prescribed form.
8. Contact Details in case of any query regarding participation in the e-tendering process:
 - a. Mr. Akshay: +91-9355030623
 - b. Helpdesk (10:00AM to 6:00PM): 011-49606060

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

2. EOI Notice

- a. Broadcast Engineering Consultants India Limited (BECIL) invites Expression of Interest (EOI) from reputed & experienced technology companies/ agencies, system integrators, resourceful and registered/ licensed firms/ agencies having software development and maintenance experience and ability in the following areas for empanelment with BECIL through e-tendering only.
 - i. Providing technical manpower (both skilled and non-skilled)
 - ii. Working on ERP solutions
 - iii. Assessment of information technology systems
- b. This Eol is not an offer and is issued with no commitment. BECIL reserves the right to withdraw the Eol 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 Eol. These amendments will officially be notified on Official website and e-tendering website of BECIL.
- c. This Eol supersedes and replaces any previous public documentation & communications, and bidders should place no reliance on such communications.
- d. Timing and sequence of events resulting from this Eol shall ultimately be determined by BECIL.
- e. Bidders may request a clarification on any clause of the Eol document. Any request for clarification must be sent in writing, or by standard electronic means to the BECIL address within 7 days of issue of Eol. BECIL will respond in writing, or by standard electronic means (including explanation of the query but without identifying the source of inquiry) to bidders. Any requests for clarifications after the indicated time will not be entertained by the BECIL
- f. No oral conversations or agreements with any official or employee of BECIL shall affect or modify any terms of this Eol 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 (s) that results from this Eol process. Oral communications by BECIL to bidders shall not be considered binding on BECIL, nor shall any written materials provided by any person other than BECIL.
- g. 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).

- h. 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.
- i. The Management of BECIL reserves the right to amend or withdraw any of the terms and conditions mentioned in the EOI Document or reject any or all the bids without giving any notice or assigning any reason. The decision of the Chairman and Managing Director, Broadcast Engineering Consultants India Limited in this regard shall be final and binding on all.
- j. BECIL does not guarantee any business. However, all empaneled agencies will have to sign a non-disclosure agreement with BECIL before empanelment.
- k. In case of entering into any project specific contract, separate agreement shall have to be signed by the empanelled agency (ies). All payments in the business shall be back-to-back basis only. EMD as applicable shall be payable by the agency (ies) entering into agreement as per the terms of the contract for the specific work/ tenders at later stages. This is over and above the empanelment fee.
- l. BECIL will share the bill of material with all the empanelled agencies for the requirements wherever arises and the agency quoting the best prices shall be entered into contract for the business. However, BECIL may at its own discretion choose to award work to any empanelled agency at the best-quoted price. BECIL may also negotiate with Bidders of its choice for assigning any work/ supply at its discretion.
- m. In case of any dispute arising, the decision of the BECIL will be final.
- n. Bidders shall have to submit a non-refundable amount of ₹ 10,000/- (Rupees Ten Thousand Only) in the form of Demand Draft drawn on any scheduled bank at Noida in favour of "Broadcast Engineering Consultants India Limited" Payable at Delhi along with the EoI towards the cost of EoI Document and no other mode of payment is acceptable. Bidders have to submit the requisite fee on or before the proposal submission date at BECIL BHAWAN, C-56/A17, Sector-62, Noida- 201307.
- o. Bidder who have already submitted their EOI bid need not submit again. In case of any clarification, BECIL will approach them.

3. Submission of EOI

- a. 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.
- b. ONLY on-line submitted proposals shall be accepted for evaluation.
- c. Issue of Amendment/ 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 an amendment/ corrigendum.
 - ii. The Amendments/ Corrigendum (if any) & clarifications to the queries from prospective bidders will be notified on the e-tendering website.
 - iii. Any such amendment/ corrigendum shall be deemed to be incorporated into this EoI.

- iv. In order to provide reasonable time for taking the amendment/ corrigendum into account, BECIL may, at its discretion, extend the last date for the receipt of Proposals.
- d. Late Proposals
 - i. Proposals received after the due date and the specified time (including the extended period if any) for any reason whatsoever, shall not be entertained.
 - ii. The proposals submitted by telex/ telegram/ fax/ e-mail etc. shall not be considered. No correspondence will be entertained on this matter.
 - iii. BECIL shall not be responsible for any postal delay or non-receipt/ non-delivery of the documents. No further correspondence on the subject will be entertained.
- e. The bidders shall bear all costs associated with the preparation and submission of their bids. BECIL will, in no case, be responsible or liable for those costs, regardless of the outcome of the tendering process.
- f. The EOI must be submitted in English or Hindi language only with a Font size of 12. All the documents including the supporting documents/ enclosures etc. must be fully legible. Supporting documents if in a language other than English must be accompanied by a certified English translated document. The English version shall prevail in matters of interpretation. Proposal documents which are not legible shall be rejected.
- g. The bidders 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.
- h. The Proposals shall be rejected, if complete information is not given there-in, or if the particulars and data (if any) asked for are not filled in properly.
- i. Companies / Agencies already empanelled with BECIL can apply/ are eligible only if they have done business with BECIL thru empanelment during the preceding 12 (Twelve) months from the date of this EOI.

4. Evaluation of the proposals

- a. The bidders' proposals will be evaluated as per the requirements specified in the EOI and adopting the evaluation criteria spelt out in subsequent paras of this EOI document. The Bidders are required to submit all required documentation as per evaluation criteria specified in EOI.
- b. Proposals received by the prescribed date and time shall only be considered and evaluated by a duly constituted tender evaluation committee.
- c. Upon verification, evaluation/ assessment, if in case any information furnished by the Bidder is found to be false / incorrect, their proposals will be summarily rejected and no correspondence on the same shall be entertained. Submission of false/ forged documents will lead to blacklisting of agency for a minimum period of 3 years from participating in BECIL tenders.

5. Broad Scope of Work

The scope of work envisaged for the potential projects is broadly categorized as given below:

- a. **Supply of Technical Manpower (Skilled / Non-Skilled):** Bidder must be able to provide technical manpower, as required, and with the experience and competencies that might be required for specific projects. The indicative list of roles (in alphabetical order) for which the resources / manpower would be required are provided below.
- i. Call Center Executive
 - ii. Content Writer
 - iii. Data Base Administrator
 - iv. Data Entry Operator
 - v. Functional Consultant
 - vi. Helpdesk Executive
 - vii. Mobile Application Developer
 - viii. Network Admin
 - ix. Program Manager
 - x. Project Coordinator
 - xi. Project Manager
 - xii. Senior Developer
 - xiii. Server Admin
 - xiv. Software Engineer/ Developer
 - xv. Solution Architect
 - xvi. System Admin
 - xvii. Team Lead
 - xviii. Technical Support/ Technical Handholding
 - xix. Tester
 - xx. UI Design
 - xxi. Website Developer
 - xxii. Other Roles that the Bidder may want to add
- b. **ERP Solution Provider (COTS / Bespoke):** Agencies/ Bidders having experience in development and maintenance of ERP solutions across complex requirements. Bidders to provide details on past work and experience in working on development and maintenance of ERP solutions.
- c. **IT Systems Assessment:** Study and assessment of efficacy of IT systems / platforms / structures and their desired impact on implementation of various programs, policies and overall governance. Bidders to provide details on past work and experience in working on IT Systems assessments.
- d. Companies/ Agencies/ Bidders can apply for empanelment for any one or more services in scope as specified above. The Bidder must specify the work they would want to bid on / apply for in their Executive Summary of the EOI Response.

6. QUALIFICATION / ELIGIBILITY CRITERIA FOR THE BIDDERS

Following are the Qualification / Eligibility Criteria to participate in the EOI (Bidder is required to fulfil all the condition of Qualification/ Eligibility Criteria and in case any of condition is not met, EOI will be rejected)

S. No	Qualification Criteria	Documentary Proof to be Submitted
1	Legal Capacity of the Bidder	

A	Bidder's Registration Bidder Should be company registered under Companies Act 1956/ 2013 with operations in India	Copy of Certificate of Incorporation under Companies Act 1956/ 2013
B	The Bidder should have been in the business for last 3 (Three) Years as on 31.03.2021	Profile of the Bidder
2	Financial Capacity of the Bidder	
A	Financial Net Worth Bidder should have positive net worth as per the audited consolidated financial statements in each of the last 3 financial years (FY 2017-18, 2018-19 and 2019-20).	Certificate from statutory auditor/ Chartered Accountant regarding Net Worth as asked in the clause
B	Must have a Valid GST registration	Copy of the valid GSTN Registration Certificate
3	Technical Capacity of the Bidder	
A	Must have experience in the field of Information/ Software Technology for at least 3 years (Three Years).	Work order/ Contract / Competition Certificate clearly highlighting the scope of work, Bill of Material and value of the contract/ order.
4	General Requirement from the Bidders	
A	Must have a registered office at Delhi NCR	Proof of Office Address
B	Must have valid latest related/ domain specific ISO Certificates	Copy of ISO Certificates

- a. For Start-up & MSME registered companies relaxation in eligibility etc. as per government guideline/notification are be considered. **Note: Bidder having ISO certification valid for the year shall get weightage among others which doing business.**
- b. **Atmanirbhar Bharat** initiative will be given preferences as per Government Rules.
- c. Bidder must comply with the code of integrity as specified in the tender document **(Self declaration on letter head).**
- d. Undertaking (on Non-Judicial stamp paper of Rs.100/- (One Hundred), duly Notarized) that the Bidder has neither been boycotted nor blacklisted by any of its clients and there is no litigation pending against it with any of the clients in the past three years as per format enclosed.
- e. The Bidder must provide a **list of clients/customers** with contact details such as postal address, landline phone no., cell phone no. and e-mail id where services have been provided.
- f. The Bidder should provide proof of registration for:
 - i. Registration under Contract Labour (Regulation & Abolition) Act, 1970 – mandatory for supply of technical manpower scope.
- g. Start-up companies which are duly registered with Ministry of Commerce are encouraged to apply for empanelment. Relaxation shall be provided as applicable by the government of India. MSME/GEM registered agencies may also apply and benefits as per the government of India guidelines shall be applicable to them.

- h. In case any of the document furnished or undertaking given by the Bidders turns out to be false, the EOI document shall be rejected and all fee etc. shall remain confiscated by BECIL. Suitable action as per the rules/laws of company and law of the country shall be involved against the Bidder.

7. GENERAL TERMS AND CONDITIONS

- a. On written communication from BECIL for having qualified for empanelment for company, the successful bidder will have to deposit a non-refundable fee for an amount of Rs.50,000/- (Rupees fifty thousand only) in the form of Demand Draft ONLY within 15 (Fifteen) days of such communication, failing which the offer will be treated as withdrawn. On receipt of the fee, BECIL will issue a formal letter of empanelment.
- b. The validity of empanelment initially will be for a period of **3 (Three) years** and thereafter depending upon the performance will be extendable for 2 (Two) more years but up to a maximum of 5 (Five) years at the sole discretion of BECIL. No fee will be charged for the extended period of two years.
- c. For the work scope under clause 5a **Supply of Technical Manpower (Skilled / Non-Skilled)**; 5b **ERP Solution Provider (COTS / Bespoke)** and 5c **IT Systems Assessment**, specific limited tenders, based on the particular requirements of the project, shall be floated amongst the companies selected for empanelment as a result of this EOI.
- d. The agencies will be called for submitting their response to the tenders and the selected company/ agency will have to sign the contract/agreement with BECIL pertaining to the particular tender before award of PO.

8. SUPPLIER CODE OF CONDUCT AND BUSINESS ETHICS

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

- a. **Bribery and Corruption**
Suppliers 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**
Suppliers 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 supplier in relation to such business/contract and BECIL or any entity thereof shall not have or incur any obligation in respect thereof. The supplier 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**
Suppliers are required to report any misconduct/violations/improper demands from BECIL employees to the Chief Vigilance Officer/Director (O&M)/CMD. All communi-

cation in this regard should be directed only to above as per below mentioned email ids;

Chairman and Managing Director : george@becil.com

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

Self Declaration For The Code Of Integrity

[On Bidder's Letter Head]

I/ We, <Name of Bidder>, shall maintain a high degree of integrity during the course of my/ our dealings 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, I/ We authorize BECIL to term such contract as voidable at the its sole option and take suitable action as deemed fit.

(Authorized Signatory)

Signature:

Name:

Designation:

Address:

Seal:

Date:

List Of Clients (Last 3 Years)

S. No.	Client Name	Work Order Reference No.	Work Order Date	Completion Date	Name of Work	Amount of Work Order (in ₹)	Brief description of Services

(Authorized Signatory)

Signature:

Name:

Designation:

Address:

Seal:

Date:

Undertaking & Acceptance Letter by the Bidder

[On Bidder's Letter Head]

I/We, <Name of Bidder>, have carefully gone through the various terms and conditions listed in the EoI Document for providing DSE related services as an empanelled agency for BECIL's projects. I/We agree to all these conditions and offer to provide requisite services to BECIL and submitting this EoI after carefully reading the conditions and understanding the same without any kind of pressure or influence from any source whatsoever. I/We hereby sign this undertaking in token of our acceptance of various conditions listed in the EoI document.

(Authorized Signatory)

Signature:

Name:

Designation:

Address:

Seal:

Date:

Undertaking

[Undertaking on a non-judicial stamp paper of ₹ 100/- certified by Notary]

UNDERTAKING

We, <Name of Bidder> hereby under take that, in case the documents submitted by me/ us is found to be forged/ false at any stage, I/ we may be debarred from BECIL for taking participation in all future BECIL works and any other suitable action may be taken against our company/firm as deemed fit by BECIL.

<Name of Bidder> has not been blacklisted by any of the Central Government or State Government or any organisation under Central/ State Government or any Statutory Authority, or any Public-Sector Undertaking.

<Name of Bidder> has not been found guilty of any criminal offence by any court of law in India or abroad.

<Name of Bidder>, its directors and officers have not 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 within a period of three years preceding the commencement of the procurement process or have not been otherwise disqualified pursuant to debarment proceedings.

Profile of the Bidder (On Bidder's Letter Head)

1.	Name of Bidder	
2.	Type of firm	[Please submit the copy of Registration Certificate]
3.	Address of correspondence	
4.	Year of establishment	
5.	Permanent Account Number (PAN) of the Bidder	[Please submit the copy of PAN]
6.	GSTN Registration No. of the Bidder	[Please submit the copy of GSTN]
7.	Status of Income Tax Return of Last 3 years	[Please submit the copy of acknowledgement of Income Tax Return]
	FY 2017-18	
	FY 2018-19	
	FY 2019-20	
8.	Whether the firm has been blacklisted by any Central Govt. / State Govt./ PSU/ Govt. Bodies / Autonomous? If yes, details thereof.	
9.	Status and details of disputes/ litigation/ arbitration, if any.	
10.	Name, Designation and address of the officer to whom all references shall be made regarding this EoI	
	Name:	
	Designation:	
	Address:	
	Mobile:	
11.	Contact details of Authorized signatory in reference to this EoI	
	Name:	
	Designation:	
	Address:	
	Mobile:	

(Authorized Signatory)

Signature:

Name:

Designation:

Address:

Seal:

Date:

CHECK LIST

Please ensure to enclose the following documents along with the response to this EOI.

S. No.	Description	Compliance / Confirmation by the Agency (Please mention YES / NO) <i>Please indicate Page Number of the EOI Document</i>
1	Brief Detail Letter	
2	Company Registration Copy (<i>self-certified</i>)	
3	GSTIN Registration Copy (<i>self-certified</i>)	
4	MSME Registration Copy (<i>self-certified</i>)	
5	Start-Up Registration Copy (<i>self-certified</i>)	
6	PAN Copy (<i>self-certified</i>)	
7	Audited Balance Sheet and Income Tax Returns for the Last 3 (Three) Financial Years	
8	Turnover Certificate by Chartered Accountant (CA)	
9	Positive Net-Worth	
10	Experience Copy (3 Years)	
11	Work Experience (3 years). Attached PO / WO / Experience Certificates	
12	ISO Certificate	
13	Self-Declaration for the Code of Integrity	
14	Annexure-I	
15	Annexure II	
16	Annexure III	
17	Annexure IV	
18	Demand Draft of Rs.10,000/- (INR Ten Thousand Only) as EOI Fee	
19	Any Other Relevant Documents that the Agency / Bidder would like to attach / enclose. Please provide listing & details here.	

Place: _____

Signature of Authorized Signatory
on behalf of Agency

Date: _____

Name of Authorized Signatory

Address: _____

Mobile Number: _____

Email ID: _____