



सत्यमेव जयते

GOVERNMENT OF INDIA
MINISTRY OF TEXTILES
OFFICE OF THE JUTE COMMISSIONER
3RD MSO BUILDING, E & F WING, CGO COMPLEX, 4TH FLOOR
DF BLOCK, SECTOR-I, SALT LAKE CITY, KOLKATA-700064

No. Jute/Econ/E-Tender/2019

Dated: 18th of March 2019

Subject : Request for Proposal (RFP) for Providing Digital Solutions/Dedicated Website for e-Procurement (e-Tendering/e-Auction) services of the Office of the Jute Commissioner.

The Office of the Jute Commissioner, Kolkata requests proposals for implementing end-to-end e-Procurement (e-Tendering/e-Auction) services. The proposal, *inter-alia*, should include the following:

1. Either creation of a dedicated portal/website or to create a module / credentials of JC office in any existing web platform already designed for to e-tendering purpose with all necessary security features/certification for Govt. e-tender process.
2. The tenderer should have successfully executed at least two projects for “Providing Digital Solutions/Dedicated Website for e-Procurement (e-Tendering/e-Auction) services in any of the Department/Organisations of Government of India/State Government/Public Sector Undertaking, autonomous bodies etc. in the last three years. Certificate from the concerned Departments towards successful execution of the project shall be attached along with the bid in support of Tenderers’ compliance with the eligibility criteria.
3. Full manpower & other support services to Office of Jute Commissioner for successful enabling of the e-Tendering/e-Procurement process.
4. Helping the JC office with the digital signature process.
5. Sharing login credentials to officers of Jute Commissioner’s Office and providing training to JC officers for the operation of the system for initiating tenders.
6. Timeline for Setting up the operational centralized online portal for uploading all tenders of JCO on this dedicated website/portal or in an existing portal.

Tel: (D) 2337 – 6970/71, Office PBX - 2337-6980. FAX: 2337-6972/6974/6975.

[Email-jcoffice@jutecomm.gov.in](mailto:jcoffice@jutecomm.gov.in) Web-www.jutecomm.gov.in

7. Charges to Office of Jute Commissioner including customisation, implementation and installation of the system with support services should be placed in the following format:

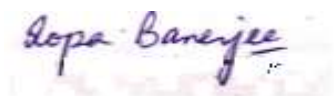
TABLE 1: CHARGES APPLICABLE TO O/O THE JUTE COMMISSIONER						
<u>Sl. NO.</u>	<u>Description of Works</u>	<u>Basic Rate (In Rs.)</u>	<u>Duties and Taxes (In Rs.)</u>			<u>Rate Inclusive of Duties and Taxes</u>
			<u>GST/Taxes</u>	<u>Rate</u>	<u>Amount</u>	
<u>1.</u>	To develop a dedicated portal/website for the Office of the Jute Commissioner for e-Tendering/e-Auctioning services along with customisation of the system, handholding JC office on its functionalities and providing other required support services					

8. In case the offer is on no charge basis to JC office and charges are recoverable from the bidders, then charges applicable to bidders for online bidding is to be quoted in the following format:

TABLE 2: CHARGES APPLICABLE TO BIDDERS FOR PARTICIPATING IN ONLINE BIDDING						
<u>Sl. NO.</u>	<u>Description of Works</u>	<u>Basic Rate (In Rs.)</u>	<u>Duties and Taxes (In Rs.)</u>			<u>Rate Inclusive of Duties and Taxes</u>
			<u>GST/Taxes</u>	<u>Rate</u>	<u>Amount</u>	
<u>1.</u>	To develop a dedicated portal/website for the Office of the Jute Commissioner for e-Tendering/e-Auctioning services along with customisation of the system, handholding JC office on its functionalities and providing other required support services					

9. For all such tenders/applications where charges are applicable to Jute Commissioner's office as per para/point No. 7. , an Earnest Money Deposit (EMD) of Rs.2000 (Rupees Two Thousand only) has to be deposited to the Office of the Jute Commissioner along with the tender documents. EMD should be furnished in the form of a Demand Draft on any scheduled bank in Kolkata drawn in the name of (Pay & Accounts Officer, Textiles), Kolkata. Organisations registered with the Central Purchase Organisation or the concerned Ministry or Department or with Department of Micro, Small and Medium Enterprises (MSME) are waived from submitting bid security or EMD. The Earnest Money deposited by the unsuccessful Tenderer will be refunded without any interest on award of contract to the successful Tenderer. EMD should be valid for a period of 45 days beyond the final bid validity period.
10. The EMD for the successful Tenderer shall be refunded on submission of Performance Security for an amount equivalent to 10% of the cost toward "Providing Digital Solutions/Dedicated Website for e-Procurement (e-Tendering/e-Auction) services of the Office of the Jute Commissioner in the form of a Demand Draft on any scheduled bank in Kolkata drawn in the name of (Pay & Accounts Officer, Textiles), Kolkata, only for such applications where charges are applicable to the Jute Commissioner's office as per para/point No. 7. Performance security shall be valid for a period of 60 days beyond the date of completion of all contractual obligations.
11. Proposals in sealed cover super-scribed as "(RFP) for Providing Digital Solutions/Dedicated Website for e-Procurement (e-Tendering/e-Auction) services of the Office of the Jute Commissioner, dated 18th March 2019" are to be submitted to the Jute Commissioner, CGO Complex, 3rd MSO Building, E & F Wing, DF Block, 4th Floor, Sector-I, Salt Lake City, Kolkata – 700064 by 12th April 2019 (Friday), 2:30 PM.

This is issued with the approval of the competent authority.



(Lopa Banerjee)
Deputy Director (Executive & Financial)