

(ARMY INSTITUTE OF TECHNOLOGY (AIT), PUNE)

**Invitation of Commercial Bids for Provision of Enterprise Resource Planning (ERP)
Software for AIT**

Request for Proposal (RFP) No 07/2024-25 dated ²⁷ Aug 2024

1. Bids in sealed cover are invited for supply of items listed in Part III of this RFP. Please superscribe the above mentioned Title, RFP number of the Bids on the sealed cover to avoid the Bid being declared invalid.

2. The address and contact numbers for sending Bids or seeking clarifications regarding this RFP are given below –

- | | |
|--|---|
| (a) Bids/queries to be addressed to | : Project Office, Army Institute of Technology, Dighi, Alandi Road Pune – 411015. |
| (b) Postal address for sending the Bids | : Project Office, Army Institute of Technology, Dighi, Alandi Road Pune – 411015. |
| (c) Name/designation of the contact personnel | : Prof Rushikesh H Patil (Project Officer) |
| (d) Telephone numbers of the contact personnel | : 7249250184/ 7249250185 Extn 2106 |
| (e) e-mail id of contact personnel | : project@aitpune.edu.in |

3. Part I to Part IV of technical bids is applicable for relevant commercial bids.

Part V – Evaluation Criteria & Price Bid issues

4. **Evaluation Criteria** - The broad guidelines for evaluation of Bids will be as follows:

(a) Only those Bids will be evaluated which are found to be fulfilling all the eligibility and qualifying requirements of the RFP, both technically and commercially.

(b) In respect of Two-Bid system, the technical Bids forwarded by the Bidders will be evaluated by the Buyer with reference to the technical characteristics of the equipment as mentioned in the RFP. The compliance of Technical Bids would be determined on the basis of the parameters specified in the RFP. The Price Bids of only those Bidders will be opened whose Technical Bids would clear the technical evaluation.

(c) The Lowest Bid will be decided upon the lowest price quoted by the particular Bidder as per the Price Format below. The consideration of taxes and duties in evaluation process will be as follows:

- i. In cases where only indigenous Bidders are competing, all taxes and duties (including those for which exemption certificates are issued) quoted by the Bidders will be considered. The ultimate cost to the Buyer would be the deciding factor for ranking of Bids.
- ii. In cases where both foreign and indigenous Bidders are competing, following criteria would be followed –
 - (aa) The Bidders are required to spell out the rates of GST, Customs duty etc in unambiguous terms; otherwise their offers will be loaded with the maximum rates of duties and taxes for the purpose of comparison of prices. If reimbursement of GST/Customs duty is intended as extra, over the quoted prices, the Bidder must specifically say so. In the absence of any such stipulation it will be presumed that the prices quoted are firm and final and no claim on account of such duties will be entailed after the opening of tenders. If a Bidder chooses to quote a price inclusive of any duty and does not confirm inclusive of such duty so included is firm and final, he should clearly indicate the rate of such duty and quantum of excise duty included in the price. Failure to do so may result in ignoring of such offers summarily. If a Bidder is exempted from payment of Customs duty / Excise Duty / VAT duty upto any value of supplies from them, they should clearly state that no excise duty will be charged by them up to the limit of exemption which they may have. If any concession is available in regard to rate/quantum of Customs duty / Excise Duty / VAT, it should be brought out clearly. Stipulations like, excise duty was presently not applicable but the same will be charged if it becomes leviable later on, will not be accepted unless in such cases it is clearly stated by a Bidder that excise duty will not be charged by him even if the same becomes applicable later on. In respect of the Bidders who fail to comply with this requirement, their quoted prices shall be loaded with the quantum of excise duty which is normally applicable on the item in question for the purpose of comparing their prices with other Bidders. The same logic applies to Customs duty and VAT also.
 - (ab) If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price will prevail and the total price will be corrected. If there is a discrepancy between words and figures, the amount in words will prevail for calculation of price.
 - (ac) The Lowest Acceptable Bid will be considered further for placement of contract / Supply Order after complete clarification and price negotiations as decided by the Buyer. The Buyer will have the right to award contracts to different Bidders for being lowest in particular items. The Buyer also reserves the right to do Apportionment of Quantity, if it is convinced that Lowest Bidder is not in a position to supply full quantity in stipulated time.
 - (ad) Any other criteria as applicable to suit a particular case.

5. Price Bid Format: As this is a special project where the vendors are likely to quote for software as a service (SAAS), the bid should contain the following –

- (a) Basic cost of the item/items:

| Sr. No | Item | Price | GST | Total |
|------------------------------------|--|-------------|-----|-------|
| 1 (a) | Initial Development, installation and setup cost (One Time charges) | | | |
| 1 (b) | Training cost | | | |
| Total of Basic Cost (Amt in Words) | | | | |
| AMC | | _____ Years | | |

(b) Recurring cost of the item/items (AMC) -

| Sr. No | Item | Price | GST | Lifetime | Total Lifetime Charges |
|--|-------------------|-------|-----|----------|------------------------|
| 2 | Recurring Charges | | | | |
| Total of recurring Cost (Amt in Words) | | | | | |

Note – Lifetime of the project will be five years from installation. Post five years technology and platform are likely to change. The vendors should also provide proposal for upgradation (if any) during its life cycle.

Determination of L1 vendor will be done based on Grand total of Basic Price [(a) to (b)] (including GST).

Onward to Glory

AIT/0810/07/2024-25/Proj

Dated: 27 Aug 2024


(M K Prasad)
Col (Retd)
Jt Director
For Director