



ITI LIMITED
(Govt. of India Undertaking)
PALAKKAD PLANT
KANJIKODE WEST, PALAKKAD – 678 623, KERALA STATE, INDIA
Web Site: www.itilttd-india.com

Notice inviting Expression of Interest for Selecting a Partner for addressing RFP issued by Government of Maharashtra transport department for “**Providing software, hardware, manpower, consumables for preparation of SCOSTA certified Smart Card Driving License and Installation, Commissioning and Operation of RTO Seva Kendra across all offices of the Motor Vehicles Department in the State of Maharashtra on Build, Own, Operate and Transfer (BOOT) basis**”.

Ref: ITI/MAHA/DL/EOI

Date: 28/04/2018

RFP Reference: TCO/Desk11/2018/Smartcard/ON-5741 dated 10th April 2018 and its corrigendum dated 26.04.2018.

ITI Limited, a Public Sector Undertaking under the Department of Telecommunications, Ministry of Communications & IT, is a leading Telecom equipment manufacturer and solution provider in India.

The Palakkad unit of ITI Limited is an ISO 9001:2015 and ISO 14001:2015 certified company, is in the process of selecting a partner to support ITI for addressing the request for proposal for selection of bidder for issuance of smart card based vehicle registration certificate & driving license issued by Government of Maharashtra transport department.

ITI invites responses through sealed Expression of Interest (EOI) from reputed and competent Firms, having good credentials to partner with and support ITI in bidding for the above RFP.

| Sl. | Schedule | Date & Time |
|-----|--|-------------------------|
| 1. | Last date and time(deadline) for submission of EoI | 10/05/2018 16:00 hours |
| 2. | Technical Bid Opening at ITI Palakkad | 11/05/2018 11:00 hours |
| 3. | Price Bid Opening at ITI Palakkad | Will be intimated later |

Submission of response to this notice inviting EOI shall be deemed to have been done after careful study and examination of this document with full understanding of its Scope, Specifications, Terms, conditions & Implications.

Thanking you,

Sd/-

For ITI Ltd, Palakkad

Dy. General Manager (BD)
ITI Limited,
Kanjikode West, Palakkad -678623
Ph: 0491-2568844
Mobile: +91- 9447963602
Email: gnarayanan_pkd@itilttd.co.in

1. ABOUT ITI LTD

- 1.1 ITI Limited, a Public Sector Undertaking under the Department of Telecommunications, Ministry of Communications & IT, is a leading Telecom equipment manufacturer and solution provider in India. The major customers are BSNL, MTNL, Defence, Paramilitary forces and Railways. ITI is having 6 manufacturing plants, 8 ROs and 23 Area Offices across the country.
- 1.2 ITI Limited, Palakkad was established in the year 1976, which is situated along NH 47 between Coimbatore and Palakkad in the State of Kerala. This Unit has been successfully deploying telecom solutions for BSNL and MTNL Networks. As a major service provider, our unit has been rated as most successful. ITI Limited Palakkad is an ISO 9001:2015 and ISO 14001:2015 certified company.
- 1.3 ITI is having the state of the art electronic manufacturing facilities and Level 4 security for the manufacturing and personalization of smart cards. ITI is one among three public sector consortium members entrusted by the Ministry of Home, Govt. of India for implementation of the nation-wide pilot project of MNIC (Multi-purpose National ID Card), MFID (Marine Fishers ID card), National ID card for NPR(National Population Register). ITI has developed and manufactured Biometric Handheld Terminals for the reading and off line authentication of the smart cards supplied against NPR and MFID projects.

2. SCOPE OF EOI

- 2.1 Transport Commissioner, Government of Maharashtra transport department for “Providing software, hardware, manpower, consumables for preparation of SCOSTA certified Smart Card Driving License and Installation, Commissioning and Operation of RTO Seva Kendra across all offices of the Motor Vehicles Department in the State of Maharashtra on Build, Own, Operate and Transfer (BOOT) basis”.
- 2.2 With the technical skill and knowledge level gained from the experience of executing prestigious projects for Govt. of India viz. National Population Register (NPR) project, Socio Economic and Caste Census (SECC) Marine fisheries ID project (MFID), Aadhaar seeding in NPR Data etc, ITI invites proposal from qualified bidders who can support ITI to address the RFP for for Smart Card DL and RTO Seva Kendra of the Tender and execute the transport department project of Government of Maharashtra with and on behalf of ITI .
- 2.3 The selected partner is completely responsible for implementing and executing the project by setting up required number of data centers and deploying resources based on the requirements indicated in the Government of Maharashtra, Transport Department RFP for Ref no. : **TCO/Desk11/2018/Smartcard/ON-5741 dated 10th April 2018** and its corrigendum dated 25.04.2018. The entire scope as per the RFP for Smart Card DL and RTO Seva Kendra is to be undertaken by the selected partner of ITI.

3. QUALIFICATION CRITERIA FOR SELECTION OF BIDDER

- 3.1 Bidder should be willing to execute the complete scope of work as per Government of Maharashtra Transport Department RFP for Smart Card DL and RTO Seva Kendra by setting up biometric capturing and card personalization with the infrastructure prescribed in the RFP for Smart Card DL and RTO Seva Kendra at places throughout the state of Maharashtra and deploy adequate resources as called for in the RFP. Bidder to submit a letter of Willingness to extend all support as per terms and conditions of the RFP Smart Card DL and RTO Seva Kendra on back to back basis.
- 3.2 The bidder should be a company registered under Indian Companies Act, 1956.
- 3.3 The Bidder should submit a project implementation plan for the execution of the scope of the work as mentioned in RFP for Smart Card DL and RTO Seva Kendra as part of bid submission against this EOI. The plan shall also include the estimated number and types of hardware resources, software, manpower and consumables to initiate the project as per time limit specified.
- 3.4 Bidder need to submit EMD amount of Rs 1.00 Crore on behalf of ITI. A self declaration on the confirmation of EMD submission to be made as part EOI.
- 3.5 Bidder has to provide a PBG of Rs. 3.00 Crore while awarding the Purchase Order by ITI. A self declaration on the confirmation of PBG submission to be made as part EOI.
- 3.6 Bidder should provide a clause wise compliance for the RFP as part of bid submission against this EOI.
- 3.7 The Bidder must have managed and / or owned at least 50 Service Centers (kiosks / Citizen Facilitation Center / Citizen Service Center / Passport Seva Kendra etc.) delivering services to citizens every year, in last three financial years. Each such Service Centers shall have at least 5 people deployed for managing service by the bidder / Lead Bidder
- 3.8 The bidder to this EOI should be agreeable to have a consortium agreement with ITI as the lead bidder in order participates in the RFP for Smart Card DL and RTO Seva Kendra as per clauses of the RFP. A self declaration on the willingness to be submitted as part of the bid.
- 3.9 The Bidder should have average turnover of least Rs. 10 Crore from the business of manufacturing /supply, printing and personalization of Smart Cards in the last three financial years. The average turnover of the bidder (Any one member in case of a consortium) should be at least Rs. 1 Crore from any IT / ITeS Services and / or manufacturing / supply, printing and personalization of Smart Cards for any Indian Government Organization (PSU/ Municipalities/ Government Departments/ Nationalized Banks), for the last three financial years.

- 3.10 The bidder should have a positive Net Worth as on 31st March 2017. (Net worth to be calculated as per guidelines of Companies Act 1956, as amended from time to time.)
- 3.11 The Bidder shall have manufactured / supplied, printed and personalized Smart Card for any Indian Government Organization (PSU/ Municipalities/ Government Departments / Nationalized Banks) – at least **5 lakh Smart Cards** per year in last three financial years.
- 3.12 Preference will be given to the bidder having a valid SCOSTA certificate in its own name or having an exclusive tie-up with smart card manufacturer for the supply of smart cards throughout the contract period having valid SCOSTA certificate in its name as mentioned in clause 15 slno. 7 of the RFP for Smart Card DL and RTO Seva Kendra. Copy of the SCOSTA certificate to be given along with the bid.
- 3.13 The bidders to this EOI should certify their status with regard to imposition of any penalty on non-performance and blacklisting. Self declaration to be submitted along with the EOI.
- 3.14 Performance certificate from similar projects to be enclosed as part of bid submission.

4. SUBMISSION OF BIDS

- 4.1 Bidders may please send their proposals in separate two sealed covers or through e-mail to the following address:

Dy. General Manager (BD)
ITI Limited,
Kanjikkode West,
Palakkad-678 623
Mob: +91 -9447963602
E-mail: gnarayanan_pkd@itilttd.co.in

- 4.2 If the offer is sent in hard copies, they shall be submitted in two covers. The first cover (Technical Proposal) shall include documents as requested in the Clause 3.0 of the EOI. The other cover (Commercial Proposal) shall contain the Proposal as per Clause 20 of the EOI document.
- 4.3 In case the offer is submitted as soft copy, the same can be sent through E-mail. In that case, the Commercial Proposal shall be submitted in a file with password protection and the password shall be sent to us separately after our request only. However, a copy of the Commercial Proposal without showing the response shall be included in the Technical proposal (without any password protection). Also, one set of hard copy shall be sent within 7 days from the EOI due date.
- 4.4 All the pages of the technical offer and the commercial offer shall be signed by an authorized person of the bidder.

5. PERIOD OF VALIDITY OF OFFERS

The offer shall remain valid for a period of at least 180 days from the due date of RFP for Smart Card DL and RTO Seva Kendra submission. Offers valid for a shorter period shall be rejected.

6. LATE OFFER

Any offer received after the prescribed timeline shall be rejected and shall be returned unopened to the vendor.

7. LANGUAGE OF OFFERS

The offers prepared by the vendor and all the correspondences and documents relating to the offers exchanged by the vendor, shall be written in English language.

8. AWARD OF CONTRACT

ITI reserves the right to select the partner who meets the qualification conditions and offers the highest margin and, if finalized by ITI, a Memorandum of Understanding (MOU) Agreement will be signed with the selected Partner for pursuing all activities related to addressing RFP for Smart Card DL and RTO Seva Kendra. The quote for addressing the RFP for Smart Card DL and RTO Seva Kendra will be mutually discussed and decided separately.

9. AUTHORIZED SIGNATORY

All certificates and documents received as part of the offer shall be signed by the Authorized Representative (signing is not mandatory for technical manuals or documentation). The power or authorization, or any other document consisting of adequate proof of the ability of the signatory to bind the vendor shall be submitted when demanded by ITI.

- 10.** ITI reserves the right to suspend or cancel the EoI process at any stage, to accept, or reject any, or all offers at any stage of the process and / or to modify the process, or any part thereof, at any time without assigning any reason, without any obligation or liability whatsoever.

11. COST OF EOI

The Bidder shall bear all costs associated with the preparation and submission of his/her response against this EoI, including cost of presentation for the purposes of clarification of the offer, if so desired by ITI. ITI will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the EoI process.

- 12.** The Bidder shall be ready to give clarifications on any part of the offer to ITI.

13. AMENDMENT OF EOI

At any time prior to the last date for receipt of offers, ITI, 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. In order to

provide prospective bidder reasonable time to take the amendment into account in preparing his/her offer, ITI may, at their discretion, extend the last date for the receipt of offers and/or make other changes in the requirements set out in the Invitation for EoI.

14. DISCLAIMER

ITI and/or its officers, employees disclaim all liability from any loss or damage, whether foreseeable or not, suffered by any person acting on or refraining from acting because of any information including statements, information, forecasts, estimates or projections contained in this document or conduct ancillary to it whether or not the loss or damage arises in connection with any omission, negligence, default, lack of care or misrepresentation on the part of ITI and/or any of its officers, employees.

15. Please enclose the document/ compliance to the following:
All supporting documents as per clause 3.0 for Qualification Criteria of the EOI.

16. The last date for receiving the proposal is 10/05/2018 16:00 hours and will be opened on 11/05/2018 11:00 hours.

Note: In case the date of submission of bid is declared to be a holiday, the bid may be submitted by 11 AM on the next working day of ITI.

The bids with not having enclosures as per relevant clauses of this request for EOI will be rejected.

17. EVALUATION OF EOI

17.1 The bidders qualified based on the supporting documents as mentioned in clause 3 of this EOI will be considered for commercial evaluation.

17.2 The commercial evaluation will be done based on the margin offered to ITI as per the commercial proposal submitted. The bidder who is offering highest margin percentage will be selected as the partner.

17.3 Hence the margin to ITI as a percentage of per record basic price against Purchase Order Placed by Transport Department, Government of Maharashtra (excluding taxes) has to be indicated as part of commercial bid.

18. PAYMENT TERMS

Payment will be 100% on back to back terms as per RFP for Smart Card DL and RTO Seva Kendra and regulated through an Escrow account.

19. PENALTY

Service Level Agreement (SLA) shall be applicable on back to back basis as per the RFP for Smart Card DL and RTO Seva Kendra terms and conditions.

20. COMMERCIAL PROPOSAL

Definition:-

| | |
|--------------------------|---|
| Per record basic price : | <ol style="list-style-type: none">1) Per unit price for Smart Card Driving License including the PROCESSING OF ALL SERVICES (including paper based output) offered by MVD as defined in Annexure 1 of RFP, including setting up of PROCESSING COUNTERS, Centralized Printing Facility, Hardware, civil and other infrastructure to be provided in the RTO Seva Kendra, all inclusive.2) Facilitation Charge for making application (including Document upload, Online payment and booking of appointment, acknowledgment printout) on behalf of citizen for any service at RTO Seva Kendra (including setting up of FACILITATION COUNTERS as defined in Annexure 2 of RFP), all inclusive. |
|--------------------------|---|

20.1 MARGIN TO ITI:%

(% Margin offered to ITI on per record basic price of Purchase order placed against the RFP for Smart Card DL and RTO Seva Kendra by Transport Department, Govt. of Maharashtra. This shall be offered on the basis that the Purchase order will be executed by the Bidder fully on back to back basis.)

ITI LIMITED