



GOVERNMENT OF ODISHA
INFORMATION AND PUBLIC RELATIONS DEPARTMENT

No. 13839/IPR, Bhubaneswar
(File No. RTI-48/2019)

Dated the 3rd December, 2019

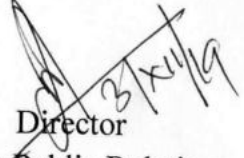
CORRIGENDUM

For Selection of Agency for Annual Maintenance Contract, e-reporting tool, Mobile Application Development & Setting up of PMU for State RTI Portal www.rtiodisha.gov.in

Bid Ref:RFPNo.12445/IPR dated.04.11.2019

This is for information of all the intending Bidders that the detailed corrigendum in respect of the relevant sections of the RFP document is available in the Government of Odisha website www.inpr.odisha.gov.in. The bidders are advised to take into account this corrigendum before submission of their bids against this RFP. If any bidder has already submitted his/her bid then he/she should resubmit his/her bids taking into account this corrigendum on or before the last date of submission of bid.

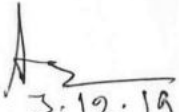
| Sl. No. | RFP Clause Reference | Description |
|---------|----------------------|---|
| 1. | Key Events | <ol style="list-style-type: none">1. Last date and time for Submission of Bid is extended till 12.12.2019 by 05.00 PM2. Opening of Pre-Qualification, Technical Bid and Technical Presentation is on 13.12.2019 at 11.30 AM3. Opening of Commercial bids is on 20.12.2019 |


Director

Information & Public Relations
Department

Memo No. 13840 /IPR Dated 03.12.2019

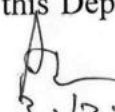
Copy forwarded to P.S. to Commissioner-cum-Secretary to Govt. I&PR for kind information of Commissioner-cum-Secretary.


3.12.19
Under Secretary to Govt.

(P.T.O)


Memo No. 13841 /IPR Dated 03.12.2019

Copy forwarded to the members of the Committee constituted vide this Department O.O No.12031/IPR dated.25.10.2019 for information and necessary action.


3.12.19
Under Secretary to Govt.

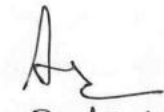
Memo No 13842 Date. 03.12.2019

Copy forwarded to Deputy Secretary to Govt., Advertisement Section, I&PR Department for information & necessary action. He is requested to publish above advertisement in two leading Odia Dailies and one national English Daily on 04.12.2019 positively with reference to earlier Memo No.12448/IPR dated.04.11.2019.


3.12.19
Under Secretary to Govt.

Memo No. 13843 /IPR, Bhubanewar Dated. 03.12.2019

Copy forwarded to System Analyst, I &PR Department with a request to host this corrigendum immediately at <http://inpr.odisha.gov.in/> with a new link of **“Corrigendum for Selection of Agency for Annual Maintenance Contract, e-reporting tool, Mobile Application Development & Setting up of PMU for State RTI Portal www.rtiodisha.gov.in”**.


3.12.19
Under Secretary to Govt.

CORRIGENDUM

RFP FOR Selection of Agency for Annual Maintenance Contract, e-reporting tool, Mobile Application Development & Setting up of PMU for State RTI Portal

5. SCOPE OF WORK

The scope of work by the Agency would include the followings;

- A. Set up public authority account in order to help any public authority (Office) for coming into a single network of RTI Central Monitoring Mechanism (RTI CMM), which would include; customization of public authority control panel, handholding support for preparation of standardized proactive disclosure, technical training on RTI CMM to the officials.
- B. Website pertaining to RTI information under section-4 of RTI Act, 2005 & regular update of all public authorities in both English and Odia.
- C. Online Monitoring and e-filing of RTI Applications and first appeals (Keep track of filing & disposal of RTI applications/appeals throughout the State)
- D. Online generation of Annual Report as per section- 25(2) of the act.
- E. Implementation of RTI CMM to keep track on the implementation and performance in respect of all public authorities designated under the RTI Act, 2005.
- F. Exhaustive technical training programme to acquaint all Public Authorities to handle and maintain the designed online system and website for RTI related matters at State/District/ Block/Panchayat level.
- G. Co-ordination will be maintained among all public authorities at each level along with Odisha Information Commission, Nodal Department of I&PR, OCAC, all Govt. Training Institutes etc.

5.3.1 PATTERN OF PAYMENT

- A. Setting up of Public Authority / e-filing Account for the RTI Portal are concerned there is no need for technical vetting by any agency since both these scopes of work have been predefined through e-Tender. The expenditure incurred for this purpose has to be borne by respective public authorities having no liability on the client. Each public authority under each administrative control has to bear the expenses incurred for this purpose in order to cater to mandatory provisions as enshrined in this Act.
- B. Any further web application development or additional support bills will be submitted to the client at each month end with descriptions and name of the assigning section in-charge and the payments will be made only after technical vetting by OCAC, Bhubaneswar, Govt. of Odisha and approval as per the client rules and regulation.

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C. Any deductions in payment will be intimated to the Agency in writing with appropriate reasons thereof.

| Sl.NO. | Clause Reference & Page No | Existing Clause | Revised Clause |
|--------|---|---|---|
| 1. | Clause no. 3.2 -Technical Evaluation Criteria Sl. No. 2 Page 15 | The bidder must have valid CMMi Certificate as on date of submission of this RFP. – CMMi level 3: 3 Marks – ISO 9001 series: 1 Mark – ISO 27001series: 1 Mark | The bidder must have valid CMMi Certificate /ISO series as on date of submission of this RFP. – CMMi level 5: 3 Marks – CMMi level 3: 2 Marks – ISO 9001 series: 1 Mark – ISO 27001series: 1 Mark |
| 2. | Clause no. 3.2 -Technical Evaluation Criteria Sl. No. 4 Page 15 | The Bidder must have a registered office in Odisha and should be operational since last 5 years. – 3 to 5 Years: 3 Marks More than 5 Years: 5 Marks | The Bidder should have registered office in Odisha |
| 3. | Clause no. 3.2 -Technical Evaluation Criteria Sl. No. 5 Page 16 | The bidder should have experience in implementation of project(s) having software development, implementation & support for any Department / Agency / PSU in any State or Central Government of India during last 5 years as on 31/03/2019 – >50 lakhs &< 1 Cr.: 2 Marks for each project – >1 Cr. &< 2 Cr.: 3 Marks for each Project – >2 Cr. &< 3cr : 5 Marks for each More than 3 Crore: 10Marks for each project max upto 20 marks. | The bidder should have experience in implementation of project(s) having software development, implementation & support for any Department / Agency / PSU in any State or Central Government of India during last 5 years as on date of submission of bid. – >50 lakhs &< 1 Cr.: 2 Marks for each project – >1 Cr. &< 2 Cr.: 3 Marks for each Project – >2 Cr. &< 3cr : 5 Marks for each More than 3 Crore: 10Marks for each project max upto 25 marks . |
| 4. | Clause no. 3.2 -Technical Evaluation Criteria Sl. No. 6 Page 16 | The bidder should have experience in implementation of Project(s) having software development, implementation and its Support services in RTI domain for any Department / Agency / PSU for any State or Central Government in India during last 5 years as on 31/03/2019. | The bidder should have experience in implementation of Project(s) having software development, implementation and its Support services in RTI domain or in similar project for any Department / Agency / PSU for any State or Central Government in India during last 5 years as |

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| <p>5.</p> | <p>Clause No. 5.1.2 Project Management Unit (PMU) Page 24</p> | <p>Resource Requirement -</p> <table border="1"> <thead> <tr> <th>Sl No</th> <th>Position</th> <th>No</th> <th>Experience & Qualification</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Principal Consultant</td> <td>1</td> <td>10yrs</td> </tr> <tr> <td>2</td> <td>Project Manager</td> <td>1</td> <td>6yrs</td> </tr> <tr> <td>3</td> <td>RTI Domain Expert</td> <td>1</td> <td>5yrs</td> </tr> <tr> <td>4</td> <td>Tele Caller</td> <td>1</td> <td>2yrs</td> </tr> <tr> <td>5</td> <td>Data Operator(Both odia and English)</td> <td>2</td> <td>2yrs</td> </tr> <tr> <td>6</td> <td>Network Administrator</td> <td>1</td> <td>4 yrs</td> </tr> </tbody> </table> | Sl No | Position | No | Experience & Qualification | 1 | Principal Consultant | 1 | 10yrs | 2 | Project Manager | 1 | 6yrs | 3 | RTI Domain Expert | 1 | 5yrs | 4 | Tele Caller | 1 | 2yrs | 5 | Data Operator(Both odia and English) | 2 | 2yrs | 6 | Network Administrator | 1 | 4 yrs | <p>on date of submission of bid.</p> <p>Resource Requirement -</p> <table border="1"> <thead> <tr> <th>Sl No</th> <th>Position</th> <th>No</th> <th>Experience & Qualification</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Project Manager</td> <td>1</td> <td>B.Tech/MCA with 6yrs exp.</td> </tr> <tr> <td>2</td> <td>Domain Expert</td> <td>1</td> <td>Graduate with 5yrsexp in Govt. domain</td> </tr> <tr> <td>3</td> <td>Tele Caller</td> <td>1</td> <td>Graduate with 2yrs experience</td> </tr> <tr> <td>4</td> <td>Data Entry Operator(Both Odia and English)</td> <td>2</td> <td>Graduate with 2yrsexperience</td> </tr> </tbody> </table> <p>Authority reserves right to increase or decrease the number of manpower.</p> <p>Payment will be made as per actual number of manpower deployed.</p> | Sl No | Position | No | Experience & Qualification | 1 | Project Manager | 1 | B.Tech/MCA with 6yrs exp. | 2 | Domain Expert | 1 | Graduate with 5yrsexp in Govt. domain | 3 | Tele Caller | 1 | Graduate with 2yrs experience | 4 | Data Entry Operator(Both Odia and English) | 2 | Graduate with 2yrsexperience |
|-----------|---|---|---|----------|----|----------------------------|---|----------------------|---|-------|---|-----------------|---|------|---|-------------------|---|------|---|-------------|---|------|---|--------------------------------------|---|------|---|-----------------------|---|-------|---|-------|----------|----|----------------------------|---|-----------------|---|---------------------------|---|---------------|---|---------------------------------------|---|-------------|---|-------------------------------|---|--|---|------------------------------|
| Sl No | Position | No | Experience & Qualification | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1 | Principal Consultant | 1 | 10yrs | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2 | Project Manager | 1 | 6yrs | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3 | RTI Domain Expert | 1 | 5yrs | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4 | Tele Caller | 1 | 2yrs | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5 | Data Operator(Both odia and English) | 2 | 2yrs | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6 | Network Administrator | 1 | 4 yrs | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Sl No | Position | No | Experience & Qualification | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1 | Project Manager | 1 | B.Tech/MCA with 6yrs exp. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2 | Domain Expert | 1 | Graduate with 5yrsexp in Govt. domain | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3 | Tele Caller | 1 | Graduate with 2yrs experience | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4 | Data Entry Operator(Both Odia and English) | 2 | Graduate with 2yrsexperience | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>6.</p> | <p>Re-alignment of scope</p> | <p>Entire clause on "IT Infrastructure & Database Support" under Clause no 5.1.2 Project Management Unit (PMU) has been deleted</p> | <p>Entire clause on "IT Infrastructure & Database Support" under Clause no 5.1.2 Project Management Unit (PMU) has been added to 5.1.1 Annual Maintenance Contract (AMC) scope.</p> <p>Hence, the bidder to include the cost of IT infrastructure and database support in the commercial bid.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| 7. | Clauses 5.1.3 Change Request Management Page 24 | <p>Any requirement beyond the scope mentioned for AMC & PMU services will be treated as Change Request. The basic functionalities of the Change Request tasks are as follows:</p> <ul style="list-style-type: none">- Functional changes in the application- Development of new modules/Form/Report in the existing Software- Changes in the workflow or Core application framework- Integration with any new system- Interlink with Departmental website | <p>Any requirement beyond the scope mentioned for AMC & PMU services will be treated as Change Request. The basic functionalities of the Change Request tasks are as follows:</p> <ul style="list-style-type: none">- Functional changes in the application- Development of new modules/Form/Report in the existing Software- Changes in the workflow or Core application framework- Integration with any new system- Interlink with Departmental website <p>a. The exact number of man-month require to address the requirement will be done through Function Point Analysis which will be finalised by a committee constituted by I & PR Department</p> <p>b. Bidder has to quote for the cost of 10 Man-months in the commercial bid for commercial evaluation. As this is a cost discovery component which will be required when software enhancement beyond the current scope is undertaken as Change Request, payment will be made as per the actual consumption of man-month.</p> |
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| 8. | Clause No. 5.4 Performance Measurements & penalty Page 27 | If any of the stages specified in this RFP, are either not completed or not completed satisfactorily as per the approved time schedule, forming part of the contract agreement, a penalty @ 1% of the bid value of the stage of the item pursuant to delay per week (subjected to maximum 10%) may be imposed and accordingly the time for the next stage be reduced by the Competent Authority, to account for the delay. If the delay is beyond 8 weeks then the Competent Authority may rescind this part of the contract and shall be free to get it done from any other agency. | If any of the stages specified in this RFP, are either not completed or not completed satisfactorily as per the approved time schedule, forming part of the contract agreement, a penalty @ 0.5% of the value of the respective item pursuant to delay per week (subjected to maximum 10%) may be imposed and accordingly the time for the next stage be reduced by the Competent Authority, to account for the delay. If the delay is beyond 8 weeks then the Competent Authority may rescind this part of the contract and shall be free to get it done from any other agency. |
| 9. | Objective of e-Reporting Tool & Mobile app to be added by I& PR Department | | |
| 10. | | | See revised commercial bid attached below |

Revised Commercial bid

6.7.1 Total Cost

Rate to be quoted excluding GST

| Sl No | Particulars | Rate Excluding tax |
|-------|--|--------------------|
| 1 | PMU setup for RTI Portal for 3 Years | |
| 2 | Development of Mobile Application & e-reporting tool | |
| 3 | AMC of RTI Portal | |
| 4 | Change Management Cost for 10 Man-months | |

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|--------------------|--|
| Grand Total | |
|--------------------|--|

Taxes will be paid by I & PR Department as per actual at the time of bidding

6.7.1.1 PMU setup for RTI Portal

| SI No | Description | No of Resources [A] | Man-month Rate in Rs. [B] | Engagement Period in months [C] | Total Cost Excluding GST [AxBxC] |
|--------------|--------------------------------------|---------------------|---------------------------|---------------------------------|----------------------------------|
| 1 | Project Manager | 1 | | 36 | |
| 2 | Tele Caller | 1 | | 36 | |
| 3 | Data Operator(Both odia and English) | 2 | | 36 | |
| 4 | RTI Domain Expert | 1 | | 36 | |
| Total | | | | | |

6.7.1.2 Development of Mobile Application& e-reporting tool

| SI No | Particulars | Cost excluding GST |
|--------------|-----------------------------------|--------------------|
| 1 | Development of Mobile Application | |
| 2 | Development of e-reporting | |
| Total | | |

6.7.1.3 AMC of RTI Portal

| SI No | Particulars | Cost excluding GST |
|--------------|------------------------------|--------------------|
| 1 | AMC for 1 st Year | |
| 2 | AMC for 2 nd Year | |
| 3 | AMC for 3 rd Year | |
| Total | | |

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6.7.1.4 Change Management Cost:

| Sl. No | Item | Description | Unit rate in INR | Per Unit |
|---|--|---|------------------|-------------------|
| 1 | Mad day rate for any development work | Any pre or post development work | | Per 10 man-day |
| 2 | Unit pricing for designing of web page in HTML | - | | Per HTML page |
| 3 | Unit pricing for making major modification to the existing pages | - | | Per HTML page |
| 4 | Man-day rate for any training session | - | | Per man-day |
| 5 | Conversion to digital format | Backlog entry of RTI applications/appeals | | Per page/per case |
| 6 | Image scanning per page | - | | Per page/per case |
| 7 | Set up of public authority account/e filing account | | | |
| 8 | Translation of pages from English to Odia or vice versa | - | | Per Page |
| <i>N.B. GST would be paid extra as applicable from time to time</i> | | | | |

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