

DISCLAIMER

The information contained in this Request for Proposal document ("RFP") or subsequently provided to Applicants, whether verbally or in documentary or any other form by or on behalf of the Authority or any of their employees or advisers, is provided to Applicants on the terms and conditions set out in this RFP and such other terms and conditions subject to which such information is provided.

This RFP is not an agreement and is neither an offer nor invitation by the Authority to the prospective Applicants or any other person. The purpose of this RFP is to provide interested parties with information that may be useful to them in the formulation of their Proposals pursuant to this RFP. **The assumptions, assessments, statements and information contained in this RFP, may not be complete, accurate, adequate or correct. Each Applicant should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments and information contained in this RFP and obtain independent advice from appropriate sources.**

The Authority also accepts no liability of any nature whether resulting from negligence or otherwise however caused arising from reliance of any Applicant upon the statements contained in this RFP.

The Authority 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 RFP.

The issue of this RFP does not imply that the Authority is bound to select an Applicant or to appoint the Selected Applicant, as the case may be, for the Consultancy and the Authority reserves the right to reject all or any of the Proposals without assigning any reasons whatsoever.

The Applicant shall bear all its costs associated with or relating to the preparation and submission of its Proposal including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the Authority or any other costs incurred in connection with or relating to its Proposal. All such costs and expenses will remain with the Applicant and the Authority shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by an Applicant in preparation or submission of the Proposal, regardless of the conduct or outcome of the Selection Process.

REQUEST FOR PROPOSAL (RFP)

For hiring the services of a BizTalk Expert for bank integration work for the web enabled application/portal being developed by the Controller General of Accounts(CGA), M/o Finance (Deptt. of Expenditure), Government of India for the implementation of Central Plan Schemes Monitoring System of the Planning Commission

1) Joint Controller General of Accounts, O/o the CGA, 7th Floor, Lok Nayak Bhawan, Khan Market, New Delhi-110003 for and on behalf of the President of India, hereby invites sealed proposals in two envelope system for engagement of a BizTalk Expert for four months from reputed Software Developing firms/companies. The engagement can be extended as per the requirement at the sole discretion of the authority.

2) Detailed Request for Proposal (RFP) comprising, background, Terms of Reference (TOR) and guidelines for submitting the proposal is enclosed.

3) Proposals in prescribed format should be submitted at the place described in the RFP documents on or before 11.00 hrs of Proposal Due Date (PDD). If the PDD happens to be a declared holiday at a later date, the RFP will be opened on the next working day at the stipulated time.

4) For further details contact: **Tel: No. 011-24108104;**
<alok_verma27@yahoo.com
cpsms-mof@nic.in

**Astt. Controller General of Accounts,
O/o the Controller General of Accounts,
Project Cell (CPSMS),
Room No. 204, 2nd Floor, Palika Bhawan,
R. K. Puram, New Delhi-110066**

1. INTRODUCTION

1.1 Background

1.1.1 Central Plan Scheme Monitoring System (CPSMS) is a Central Sector Plan Scheme of the Planning Commission being implemented by the Office of the Controller General of Accounts, Ministry of Finance (Deptt. of Expenditure), Government of India. CPSMS aims at establishing a suitable on-line Management Information System and Decision Support System for the Plan Schemes of the Government of India. With 139 Centrally Sponsored Schemes and more than 800 Central Sector Schemes, along with State Plans and Additional Central Assistance, the CPSMS aims to track funds of almost Rs.2700 billion. A web enabled system portal/application has been developed in the office of the CGA (hereafter Authority) to serve as a common platform for monitoring of the Central Sector and Centrally Sponsored Schemes. A number of system modules have been developed and tested successfully and the required MIS reports are being generated by the Planning Commission and other users.

1.1.2 The work on development of Bank Interface for automatic exchange of data between CPSMS server and Core Banking Solution (CBS) of the Banks is progressing and is scheduled to be completed very soon. Interface will provide the real time exchange of data relating to tracking the flow of funds reaching into the accounts of Implementing Agencies in States & UTs, details of funds lying in bank accounts and expenditure filing on the system. The state of the art BizTalk middleware is to be used for automatic exchange of data between CPSMS server and Core Banking Solution (CBS) of the Banks. The services of a BizTalk Expert are required for development of design, process and system for banking interface.

1.1.3 In pursuance of the above, the Authority has decided to hire a BizTalk Expert to carry out the above work as also specified in the Terms of Reference. (TOR).

1.2 Request for Proposal

The Authority invites Proposals (the “Proposals”) for hiring of a BizTalk Expert who shall work on the middleware for automatic exchange of data between CPSMS server and Core Banking Solution (CBS) of the banks. The services of a BizTalk Expert are required basically for development of design, process and system for banking interface for CPSMS. The expert is required for period of four months. The engagement can be extended depending on requirement at the sole description of the authority.

1.3 Validity of the Proposal

The Proposal shall be valid for a period of 30 days from the Proposal Due Date (the “PDD”).

1.4 Brief description of the Selection Process

The Authority has adopted a two stage selection process in evaluating the Proposals. In the first stage, a technical evaluation will be carried out. Based on this technical evaluation, a list of short-listed applicants shall be prepared. In the second stage, a financial evaluation will be carried out. Proposals will finally be ranked according to their combined technical and financial scores.

1.5 Schedule of Selection Process

The Authority would endeavour to adhere to the following schedule:

Event Description	Date
1. Last date for receiving queries/clarifications (on email: cpsms-mof@nic.in)	03.08.2010
2. Last date for Authority's response to queries	04.08.2010
3. Proposal Due Date or PDD	11.08.2010 (up to 1100 Hrs)
4. Opening of Proposals	On Proposal Due Date Technical Bid opening 1130 Hrs Financial Bid opening 1630 Hrs
5. Letter of Award (LOA)	Within the validity of application
6. Signing of Agreement	Within 7 days of LOA

1.6 Communications

1.6.1 All communications including the submission of Proposal should be addressed to:

**The Astd. Controller General of Accounts,
O/o the Controller General of Accounts,
Project Cell (CPSMS),
Room No. 204, 2nd Floor,
Palika Bhawan, R. K. Puram, New Delhi-110066**

16.2 The bid will be deposited in the tender box kept with Shri Satish Kumar, Astd. Accounts Officer, Project Cell (CPSMS), Room No. 202 & 203, 2nd Floor, Palika Bhawan, R. K. Puram, New Delhi-110066(011-24108104) and an acknowledgement of the same shall be obtained.

1.6.3 The Official Website of the CGA is: **<http://www.cga.nic.in>**

Email: **cpsms-mof@nic.in**

2. INSTRUCTIONS TO APPLICANTS

A. GENERAL

2.1 Scope of Proposal

2.1.1 Detailed description of the objectives, scope of services, deliverables and other requirements relating to the BizTalk Expert are specified in this RFP. The term applicant (the “Applicant”) means the Sole Firm or the Lead Member, as the case may be. The manner in which the Proposal is required to be submitted, evaluated and accepted is explained in this RFP.

2.1.2 Applicants are advised that the selection of BizTalk Expert shall be on the basis of an evaluation by the Authority through the Selection Process specified in this RFP. Applicants shall be deemed to have understood and agreed that no explanation or justification for any aspect of the Selection Process will be given and that the Authority’s decisions are without any right of appeal whatsoever

2.2 Conditions of Eligibility of Applicants

2.2.1 Applicants must read carefully the conditions of eligibility (the “Conditions of Eligibility”) provided herein. Proposals of only those Applicants who satisfy the Conditions of Eligibility will be considered for evaluation.

(A) Technical Capacity: The Applicant should have been in relevant business for the past 3 (three) years preceding the PDD.

(B) Financial Capacity: The Applicant should have a turnover of Rs.50 Lac per annum during each of the two preceding financial years.

2.2.2 While submitting a Proposal, the Applicant should attach clearly marked and referenced continuation sheets in the event that the space provided in the specified forms in the Appendices is insufficient. Alternatively, Applicants may format the specified forms making due provision for incorporation of the requested information.

2.3 Number of Proposals

An Applicant is eligible to submit only one Application for consideration.

2.4 Cost of Proposal

The Applicants shall be responsible for all of the costs associated with the preparation of their Proposals and their participation in the Selection

Process. The Authority will not be responsible or in any way liable for such costs, regardless of the conduct or outcome of the Selection Process.

2.5 Ascertaining the job requirement

Applicants are encouraged to submit their respective Proposals after studying and ascertaining for themselves the job requirement. For this they may, after the prior intimation to the authority, visit and discuss the requirements at the Project Cell (CPSMS-IT Division), Room No. 202, 203 & 204 Palika Bhawan, R.K. Puram, New Delhi-110066(Tel. No. 011-24108104. Alternatively, they can ask for additional information on email: cpsms-mof@nic.in up to 02.08.2010.

2.6 Acknowledgement by Applicant

2.7.1 It shall be deemed that by submitting the Proposal, the Applicant has:

- (a) made a complete and careful examination of the RFP;
- (b) received all relevant information requested from the Authority;
- (C) acknowledged and accepted the risk of inadequacy, error or mistake in the information provided in the RFP or furnished by or on behalf of the Authority or relating to any of the matters referred to above;
- (d) satisfied itself about all matters, things and information, necessary and required for submitting an informed Application and performance of all of its obligations there under;
- (e) acknowledged that it does not have a Conflict of Interest; and
- (f) agreed to be bound by the undertaking provided by it under and in terms hereof.

2.7.2 The Authority shall not be liable for any omission, mistake or error on the part of the Applicant in respect of any of the above or on account of any matter or thing arising out of or concerning or relating to RFP or the Selection Process, including any error or mistake therein or in any information or data given by the Authority.

2.7.2 The Authority shall not be liable for any omission, mistake or error on the part of the Applicant in respect of any of the above or on account of any matter or thing arising out of or concerning or relating to RFP or the Selection Process, including any error or mistake therein or in any information or data given by the Authority.

2.7 Right to reject any or all Proposals

2.8.1 Notwithstanding anything contained in this RFP, the Authority reserves the right to accept or reject any Proposal and to annul the Selection Process and reject all Proposals, at any time without any liability or any obligation for such acceptance, rejection or annulment, and without assigning any reasons thereof.

2.8 Amendment of RFP

2.8.1 At any time prior to the deadline for submission of Proposal, the Authority may, for any reason, whether at its own initiative or in response to clarifications requested by an Applicant, modify the RFP document by the issuance of Addendum/ Amendment and posting it on the Official Website.

2.8.2 All such amendments will be notified in writing through fax or e-mail to all Applicants who have purchased the RFP document. The amendments will also be posted on the Official Website along with the revised RFP containing the amendments and will be binding on all Applicants.

2.8.3 In order to afford the Applicants a reasonable time for taking an amendment into account, or for any other reason, the Authority may, in its sole discretion, extend the Proposal Due Date.

B. PREPARATION AND SUBMISSION OF PROPOSAL

2.9 Format and signing of Proposal

2.9.1 The Applicant shall provide all the information sought under this RFP. The Authority would evaluate only those Proposals that are received in the specified forms and complete in all respects.

2.9.2 The Applicant shall prepare and submit only one original set of the Documents.

2.9.3 The Proposal shall be typed or written in indelible ink and signed by the authorised signatory of the Applicant who shall initial each page, in blue ink.

2.9.4 Applicants should note the Proposal Due Date, as specified in Clause 1.5, for submission of Proposals. Applicants are reminded that no supplementary material will be entertained by the Authority, and that evaluation will be carried out only on the basis of Documents received by the closing time of Proposal Due Date. Applicants will ordinarily not be asked to provide additional material information or documents subsequent to the date of submission, and unsolicited material if submitted will be summarily rejected.

2.10 Technical Proposal

2.10.1 Applicants shall submit the technical proposal in the formats at Appendix-I (the “Technical Proposal”).

2.10.2 While submitting the Technical Proposal, the Applicant shall, in particular, ensure that:

- (a) CV of BizTalk Personnel has been submitted;
- (b) The CVs have been recently signed in blue ink by the respective Personnel and countersigned by the Applicant.

2.10.3 Failure to comply with the requirements spelt out in this Clause 2.10 shall make the Proposal liable to be rejected.

2.10.4 The Technical Proposal shall not include any financial information.

2.10.5 The Authority reserves the right to verify all statements, information and documents, submitted by the Applicant in response to the RFP. Failure of the Authority to undertake such verification shall not relieve the Applicant of its obligations or liabilities hereunder nor will it affect any rights of the Authority there under.

2.11 Financial Proposal

2.11.1 Applicants shall submit the financial proposal in the formats at Appendix-II (the “Financial Proposal”) clearly indicating the total cost of providing the services of a BizTalk Expert in both figures and words, in Indian Rupees, and signed by the Applicant’s authorised signatory. In the event of any difference between figures and words, the amount indicated in words shall be taken into account. In the event of a difference between the arithmetic total and the total shown in the Financial Proposal, the lower of the two shall be taken into account.

2.11.2 While submitting the Financial Proposal, the Applicant shall ensure the following:

- (i) All the costs associated with the assignment shall be included in the Financial Proposal.
- (ii) The Financial Proposal shall take into account all expenses and tax liabilities. For the avoidance of doubt, it is clarified that all taxes shall be deemed to be included in the costs shown under different items of the Financial Proposal. Further, all payments shall be subject to deduction of taxes at source as per applicable laws.

(iii) Costs shall be expressed in INR.

2.12 Submission of Proposal

2.12.1 The Applicants shall submit the Proposal with all pages numbered serially and by giving an index of submissions. Each page of the submission shall be signed by the Authorized Representative of the Applicant. In case the proposal is submitted on the document down loaded from Official Website, the Applicant shall be responsible for its accuracy and correctness as per the version uploaded by the Authority and shall ensure that there are no changes caused in the content of the downloaded document. In case of any discrepancy between the downloaded or photocopied version of the RFP and the original RFP issued by the Authority, the latter shall prevail.

2.12.2 The Proposal will be sealed in an outer envelope which will bear the address of the Authority, RFP Notice no., Services to be provided and name & address of the Applicant. It shall bear on top, the following:

“Do not open, except in presence of the Authorised Person”

If the envelope is not sealed and marked as instructed above, the Authority assumes no responsibility for the misplacement or premature opening of the contents of the Proposal submitted.

2.12.3 The aforesaid outer envelope will contain two separate sealed envelopes, one clearly marked **‘Technical Proposal’** containing only Technical proposal and the other clearly marked ‘Financial Proposal’ containing only **Financial Proposal**.

2.12.4 The Technical Proposal and Financial Proposal shall be typed or written in indelible ink and signed by the authorised signatory of the Applicant. All pages of the original Technical Proposal and Financial Proposal must be numbered and initialled by the person or persons signing the Proposal.

2.12.5 The completed Proposal must be delivered on or before the specified time on Proposal Due Date in the tender box kept with Shri Satish Kumar, Asstt. Accounts Officer, Project Cell (CPSMS), Room No. 202 & 203, 2nd Floor, Palika Bhawan, R. K. Puram, New Delhi-110066(011-24108104) and an acknowledgement of the same should be obtained by the applicant. Proposals submitted by fax, telex, telegram or e-mail shall not be entertained.

2.12.6 The Proposal shall be made in the Forms specified in this RFP. Any attachment to such Forms must be provided on separate sheets of paper and only information that is directly relevant should be provided. This may include photocopies of the relevant pages of printed documents. No separate

documents like printed annual statements, company brochures, copy of contracts etc. will be entertained.

2.12.7 The rates quoted shall be firm throughout the period of performance of the assignment upto discharge of all obligations of the Expert/Consultant under the Agreement.

2.13 Proposal Due Date

2.13.1 Proposal should be submitted before 1100 hrs on the Proposal Due Date specified at Clause 1.5 at the address and form provided in this RFP. A receipt thereof should be obtained from the person specified therein.

2.14 Late Proposals

Proposals received by the Authority after the specified time on Proposal Due Date shall not be eligible for consideration and shall be summarily rejected.

2.15 Bid Security

2.15.1 The Applicant shall furnish as part of its Proposal, a Bid Security of Rs.10,000 (Rs. Ten Thousand) in the form of a Demand Draft issued by one of the Nationalised/ Scheduled Banks in India in favour of the **“Pay & Accounts Officer, O/o the CGA”** payable at Delhi returnable to the not selected bidders/Applicants within 30 days from the PDD and to the selected bidders/applicant within 30 days of signing of the agreement. A separate envelope, in main envelope containing Technical & Financial Bids, should be used to furnish Bid Security.

2.15.2 Any Bid not accompanied by the Bid Security shall be rejected by the Authority as non-responsive.

2.15.3 The Authority shall not be liable to pay any interest on the Bid Security and the same shall be interest free.

2.15.4 The Applicant, by submitting its Application pursuant to this RFP, shall be deemed to have acknowledged that without prejudice to the Authority's any other right or remedy hereunder or in law or otherwise, the Bid Security shall be forfeited and appropriated by the Authority under the following conditions:

- (a) If an Applicant submits a non-responsive Proposal;
- (b) If an Applicant engages in any of the Prohibited Practices specified in this RFP;
- (c) If an Applicant withdraws its Proposal during the period of its validity.

(d) In the case of the Selected Applicant, if the Applicant fails to reconfirm its commitments during negotiation.

(e) In the case of a Selected Applicant, if the Applicant fails to sign the Agreement or commence the assignment.

(f) If the Applicant is found to have a Conflict of Interest as specified in the RFP

2.16 Bank Guarantee for Performance Security

2.16.1 After award of the work, the firm shall be required to submit a Performance Guarantee of Rs.50,000/-(Rs. fifty Thousand only) in the form of BG issued by a Scheduled Commercial bank, valid for 6 months from the date of LOA, as per the format given in Appendix-IV, which shall be invoked/encashed in the event of breach of contract or on non-fulfilment of any of the terms & conditions contained in the Agreement.

C. EVALUATION PROCESS & SELECTION CRITERIA

2.17.1 Opening of Proposals

2.17.1 The Authority shall open the Proposals at 1130 hours on the Proposal Due Date, at **Project Cell (CPSMS), Room No. 204, 2nd Floor, Palika Bhawan, R.K. Puram, New Delhi-110066** in the presence of the Applicants who choose to attend.

2.17.2 Proposals for which a notice of withdrawal has been submitted shall not be opened.

2.17.3 Prior to evaluation of Proposals, the Authority will determine whether each Proposal is responsive to the requirements of the RFP. A Proposal shall be considered responsive only if:

- (a) it is received as per the form prescribed by the Authority;
- (b) it is received by the Proposal Due Date including any extension thereof
- (c) it is accompanied by the Bid Security
- (d) it is signed, sealed, bound and marked as stipulated
- (e) it contains all the information (complete in all respects) as requested in the RFP;
- (f) it does not contain any condition or qualification; and
- (h) it is not non-responsive in terms hereof.

2.17.4 The Authority reserves the right to reject any Proposal which is non-responsive and no request for alteration, modification, substitution or

withdrawal shall be entertained by the Authority in respect of such Proposals.

2.17.5 The Authority would examine and evaluate Proposals in accordance with the Selection Process specified and the criteria set out in clauses 2.17.8 to 2.17.11 of this RFP.

2.17.6 Applicants are advised that Selection will be entirely at the discretion of the Authority. Applicants will be deemed to have understood and agreed that no explanation or justification on any aspect of the Selection Process or Selection will be given.

2.17.7 Any information contained in the Proposal shall not in any way be construed as binding on the Authority, its agents, successors or assigns, but shall be binding against the Applicant if the Consultancy is subsequently awarded to it.

2.17.8 The envelope marked "Bid Security" shall be opened first. Bids not accompanied by the Bid Security shall be rejected by the authority as non-responsive.

2.17.9 Thereafter, the envelopes marked "Technical Proposal" shall be opened. The Evaluation Committee shall evaluate the Technical Proposals on the same day. The financial bids of the bidders successful in technical evaluation shall be opened on the same day in the afternoon (i.e. on the proposal due date) at 1500 hrs in the presence of the bidders who qualify in technical evaluation and chose to attend.

Schedule

Technical Bid Opening	: 1130 Hrs on the Proposal due Date (PDD)
Technical Evaluation	: 1130 Hrs to 1430 Hrs on the PDD
Financial Bid Opening	: 1500 Hrs to on the PDD

2.17.10 Eligibility Criterion for the firm and Technical Evaluation for the BizTalk Expert

i. The technical proposal evaluation shall be based on the following parameters.

Sl. No.	Parameters
1.	Experience in developing applications using BizTalk 2006/R2/2009 and Dot NET technologies (C#, SQL Server 2008) Experience of 4+ years is considered adequate and shall be awarded 30 Marks

2	Knowledge of BizTalk Adapter Framework, Messaging Business Activity Monitoring and Rules Engine
3	Proficiency in model driven architecture and development techniques and UML
4	Proficiency in entity relational data modelling techniques
5	Experience in Banking and Financial Domain Desired
6	Solid understanding Microsoft system operations.

2.17.11 **Supporting Documents for Eligibility Criteria:**

- i. Supporting documents such as Employer Certificate must be submitted by the firm along with the technical proposal in support of the eligibility criterion:
- ii. The person sponsored by the applicant/firm must achieve at least 60% of the marks to qualify on technical parameters.

2.17.12 **Evaluation of Bids**

A two-stage procedure shall be adopted in evaluating the proposals. The selection will be done using **Quality cum Cost Based Selection (QCBS)** process. 70% weightage would be given to the Technical evaluation and 30% weightage would be given to the financial bid.

2.18 **Award of Consultancy**

After selection, a Letter of Award (the “LOA”) shall be issued, in duplicate, by the Authority to the Selected Applicant and the Selected Applicant shall, within 3 (three) days of the receipt of the LOA, sign and return the duplicate copy of the LOA in acknowledgement thereof. In the event the duplicate copy of the LOA duly signed by the Selected Applicant is not received by the stipulated date, the Authority may, unless it consents to extension of time for submission thereof, appropriate the Bid Security as compensation for loss and damage suffered by the Authority on account of failure of the

Selected Applicant to acknowledge the LOA, and the next eligible Applicant may be considered.

2.19 Execution of Agreement

After acknowledgement of the LOA as aforesaid by the Selected Applicant, it shall execute the Agreement as per format given in APPENDIX-III within the period prescribed in Clause 1.5. The Selected Applicant shall not be entitled to seek any deviation in the Agreement.

2.20 Commencement of Assignment

The selected firm/Consultant shall provide the services of a BizTalk Expert to the Authority at its Project Cell (IT Division), Palika Bhawan, R.K. Puram, New Delhi-110066 within seven days of the date of effectiveness of the Agreement. If the Consultant fails to either sign the Agreement as specified in APPENDIX-III or commence the assignment as specified herein, its Bid Security shall be forfeited. The Authority/Government shall also reserve the right to blacklist such firms.

3 MISCELLANEOUS

4.1 The Selection Process shall be governed by, and construed in accordance with, the laws of India and the Courts at Delhi, India, shall have exclusive jurisdiction over all disputes arising under, pursuant to and/or in connection with the Selection Process.

4. TERMS OF REFERENCE (TOR)

for Hiring of a BizTalk Expert for Bank Integration work for web enabled application for Central Plan Schemes Monitoring System (CPSMS)

4.1. About CPSMS

Central Plan Scheme Monitoring System (CPSMS) is a Central Sector Plan Scheme of the Planning Commission being implemented by the Office of the Controller General of Accounts, Ministry of Finance (Deptt. of Expenditure), Government of India. CPSMS aims at establishing a suitable on-line Management Information System and Decision Support System for the Plan Schemes of the Government of India. With 139 Centrally Sponsored Schemes and more than 800 Central Sector Schemes, along with State Plans and Additional Central Assistance, the CPSMS aims to track funds of almost Rs.2700 billion. A web enabled system portal/application has been developed in the office of the CGA to serve as a common platform for monitoring of the Central Sector and Centrally Sponsored Schemes. A number of system modules have been developed and tested successfully and the required MIS reports are being generated by the Planning Commission and other users.

4.2. Objective

The work on development of Bank Interface for automatic exchange of data between CPSMS server and Core Banking Solution (CBS) of the Banks is progressing and is scheduled to be completed very soon. Interface will provide the real time exchange of data relating to tracking the flow of funds reaching into the accounts of Implementing Agencies in States & UTs, details of funds lying in bank accounts and expenditure filing on the system. The state of the art BizTalk middleware is to be used for automatic exchange of data between CPSMS server and Core Banking Solution (CBS) of the Banks. The services of a BizTalk Expert are required for development of design, process and system for banking interface.

4.3. Tasks to be carried out

i	Create Schema and Maps
ii	Create Ports and Receive Locations
iii	Create Pipelines,
iv	Create Orchestrations

v	Adherence to quality guidelines and time lines
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4.4. Qualification & experience

i	4+ years experience in developing applications using BizTalk 2006/R2/2009 and Dot NET technologies (C#, SQL Server 2008)
iii	Must have relevant experience in BizTalk
iii	Good Knowledge of BizTalk Adapter Framework
iv	Knowledge of Messaging Business Activity Monitoring and Rules Engine.
v	Issue Resolving and Problem Solving skills
vi	Proficiency in model driven architecture and development techniques and UML
vii	Proficiency in entity relational data modelling techniques
viii	Experience in Banking and Financial Domain Desired
ix	Good communication and interpersonal skills
x	Solid understanding Microsoft system operations.

4.5. Schedule for completion of task

Time for completion of various processes will be scheduled periodically by the Project Cell for ensuring scheduled compliance by the BizTalk Expert. The services of the BizTalk Expert are initially required for 4 months, which is extendable at the sole discretion of the Authority.

4.6. The support or inputs to be provided

The support that is to be provided by the Project Cell to the BizTalk Expert will include vision document, System Requirement Specifications, Office Infrastructure, and Machine with Internet facility.

4.7. Outputs required of the BizTalk Expert

The output that is required of the BizTalk Expert is to develop design, process and the system for Banking Interface of the CPSMS Portal.

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APPENDIX-I

TECHNICAL PROPOSAL

Form-1

Letter of Proposal
(On Applicant's letter head)
(Date and Reference)

To,

**The Asstt. Controller General of Accounts,
O/o the Controller General of Accounts,
Project Cell (CPSMS),
Room No. 204, 2nd Floor,
Palika Bhawan, R. K. Puram, New Delhi-10066**

Subject: Hiring of the services of a BizTalk Expert for bank integration work for the web enabled application/portal being developed by the Controller General of Accounts(CGA), M/o Finance (Deptt. of Expenditure), Government of India for the implementation of Central Plan Schemes Monitoring System of the Planning Commission

Dear Sir,

With reference to your RFP Document dated -----, I/We, having examined all relevant documents and understood their contents, hereby submit our Proposal for selection of a BizTalk Expert for bank integration work for the web enabled application/portal being developed by the Controller General of Accounts (CGA), M/o Finance (Deptt. of Expenditure), Government of India for the implementation of Central Plan Schemes Monitoring System of the Planning Commissions. The proposal is unconditional and unqualified.

2. All information provided in the Proposal and in the Appendices/Annexures is true and correct and all documents accompanying such Proposal are true copies of their respective originals.

3. This statement is made for the express purpose of appointment as the BizTalk Expert for the aforesaid Project.

4. I/We shall make available to the Authority any additional information it may deem necessary or require for supplementing or authenticating the Proposal.

5. I/We acknowledge the right of the Authority to reject our application without assigning any reason or otherwise and hereby waive our right to challenge the same on any account whatsoever.

6. We certify that in the last three years, we/ any of the consortium /JV members have neither failed to perform on any contract, as evidenced by imposition of a penalty or a judicial pronouncement or arbitration award, nor been expelled from any project or contract nor have had any contract terminated for breach on our part.

7. I/We declare that:

(a) I/We have examined and have no reservations to the RFP Documents, including any Addendum issued by the Authority;

(b) I/We do not have any conflict of interest in accordance with the RFP Document;

(c) I/We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as defined in the RFP document, in respect of any tender or request for proposal issued by or any agreement entered into with the Authority or any other public sector enterprise or any government, Central or State; and

(d) I/We hereby certify that we have taken steps to ensure that in conformity with the provisions the RFP, no person acting for us or on our behalf will engage in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice.

8. I/We understand that you may cancel the Selection Process at any time and that you are neither bound to accept any Proposal that you may receive nor to select the Consultant, without incurring any liability to the Applicants in accordance with the RFP document.

9. I/We certify that in regard to matters other than security and integrity of the country, we have not been convicted by a Court of Law or indicted or adverse orders passed by a regulatory authority which would cast a doubt on our ability to undertake the Consultancy for the Project or which relates to a grave offence that outrages the moral sense of the community.

10. The Bid Security of **Rs. 10,000 (Rupees Ten Thousand only)** in the form of a Demand Draft is attached, in accordance with the RFP document.

11. I/We agree and understand that the proposal is subject to the provisions of the RFP document. In no case, shall I/we have any claim or right of whatsoever nature if the Consultancy for the Project is not awarded to me/us or our proposal is not opened.

12. I/We agree to keep this offer valid for 30(Thirty) days from the Proposal

Due Date specified in the RFP.

13. In the event of firm being selected as the Consultant/Service Provider, I/we agree to enter into an Agreement in accordance with the form prescribed in the RFP. We agree not to seek any changes in the aforesaid form and agree to abide by the same.

14. I/We have studied RFP and all other documents carefully and also studied the Project/assignment.

15. The Financial Proposal is being submitted in a separate cover. This Technical Proposal read with the Financial Proposal shall constitute the Application which shall be binding on us. I/We agree and undertake to abide by all the terms and conditions of the RFP Document. In witness thereof, I/we submit this Proposal under and in accordance with the terms of the RFP Document.

Yours faithfully,
(Signature of the Authorised Signatory)
(Name and designation of the Authorised Signatory)
(Name and seal of the Applicant / Lead Member)

TECHNICAL PROPOSAL

Form-2

Experience of the Applicant Firm/Company

Here the Applicant should provide details of only those similar assignments/projects that have been undertaken by it under its own name, along with the full detail of nature of work performed, organisation, cost and the final output delivered.

Name of Authorised Signatory:

Designation:

Name of Firm:

(Signature of the Authorised Signatory)

Seal of the Firm

TECHNICAL PROPOSAL

Form-3

Curriculum Vitae (CV) of Professional Personnel

1. Proposed Position:
2. Name of Personnel:
3. Date of Birth:
4. Nationality:
5. Educational Qualifications:
6. Employment Record:
(Starting with present position, list in reverse order every employment held.)
7. List of projects on which the Personnel has worked
Project Name Description of assignment performed
8. Details of the current assignment and the time duration for which services are required for the current assignment.

Certification:

1 I am willing to work on the Project and I will be available for entire duration of the Project assignment as required.

2 I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications and my experience.

Signature of the Professional _____
Date _____ Place _____

Signature of the Authorised Representative of the Applicant Party

Notes: Each page of the CV shall be signed in ink by both the Personnel concerned and by the Authorised Representative of the Applicant firm along with the seal of the firm. Photocopies will not be considered for evaluation.

APPENDIX-II

FINANCIAL PROPOSAL

Form – 1

Covering Letter
(On Applicant's letter head)

(Reference & Date)

To,

**The Asst. Controller General of Accounts,
O/o the Controller General of Accounts,
Project Cell (CPSMS),
Room No. 204, 2nd Floor,
Palika Bhawan, R. K. Puram, New Delhi-10066**

Subject: Hiring of the services of a BizTalk Expert for bank integration work for the web enabled application/portal being developed by the Controller General of Accounts(CGA), M/o Finance (Deptt. of Expenditure), Government of India for the implementation of Central Plan Schemes Monitoring System of the Planning Commission

Dear Sir,

I/We, _____ (Applicant's name) herewith enclose the Financial Proposal for selection of my/our firm as Consultant for above. I/We agree that this offer shall remain valid for a period of 30 (Thirty) days from the Proposal Due Date or such further period as may be mutually agreed upon.

Yours faithfully,
(Authorised Representative)
Name:
Designation:
Address:

FINANCIAL PROPOSAL

Form – 2

Monthly charges/fee quoted

Cost Component	Amount (Rs.)	Remarks
Consolidated Monthly Charges for providing the services of a BizTalk Expert		Per Month

Note:

1. The cost/charges mentioned here shall be firm and include the total cost of providing the services, including all applicable duties & taxes. TDS as applicable shall be deducted from the payment to be made to the firm.
2. Total cost/charges shall be worked out by multiplying the monthly charges by the number of months for which services are required. Initially, the requirement is for four monthly which is extendable as per requirement and on the sole discretion of the authority.
3. Bill/Invoice for the total cost/charges shall be raised by the firm and payment will be regulated by the authority as per schedule of payment given in Appendix-V

Yours faithfully,
(Authorised Representative)
Name:
Designation:
Address:

Appendix-III

AGREEMENT

Supply of services of a BizTalk Expert for bank integration work for the web enabled application/portal being developed by the Controller General of Accounts(CGA), M/o Finance (Deptt. of Expenditure), Government of India for the implementation of Central Plan Schemes Monitoring System of the Planning Commission

AGREEMENT No._____

This AGREEMENT (hereinafter called the "Agreement") is made on the _____ day of the month of _____ 2010, between, on the one hand, the President of India acting through The Joint Controller General of Accounts, O/o the Controller General of Accounts, 7th Floor, Lok Nayak Bhawan, Khan Market, New Delhi India (hereinafter called the "the Authority" which expression shall include their respective successors and permitted assigns, unless the context otherwise requires) and, on the other hand, _____ (hereinafter called the "Consultant/Supplier of the services" which expression shall include their respective successors and permitted assigns).

WHEREAS

- (A) The Authority vide its Request for Proposal for the said work;
- (B) the Consultant/supplier submitted its proposals for the aforesaid work, whereby the Consultant represented to the Authority that it had the required professional skills, and in the said proposals the Consultant also agreed to provide the Services to the Authority on the terms and conditions as set forth in the RFP and this Agreement; and
- (C) the Authority, on acceptance of the aforesaid proposals of the Consultant, has awarded the Consultancy to the Consultant vide its Letter of Award dated _____ (the "LOA"); and
- (D) in pursuance of the LOA, the parties have agreed to enter into this Agreement.

NOW, THEREFORE, the parties hereto hereby agree as follows:

1. GENERAL

1.1 Definitions and Interpretation

1.1.1 The words and expressions beginning with capital letters and defined in this Agreement shall, unless the context otherwise requires, have the meaning hereinafter respectively assigned to them in the RFP.

1.1.2 The following documents along with all addenda issued thereto shall be deemed to form and be read and construed as integral part of this Agreement and in case of any contradiction between or among them the priority in which a document would prevail over other would be as laid down below beginning from the highest priority to the lowest priority:

- (a) Agreement;
- (b) RFP ; and
- (c) Letter of Award

1.2 Relation between the Parties

Nothing contained herein shall be construed as establishing a relation of employer and employee or of agent and principal as between the Authority and the Consultant/firm. The firm shall, subject to this Agreement, have complete charge of Personnel performing the Services and shall be fully responsible for the Services performed by him/her or on their behalf hereunder.

1.3 Rights and obligations

The mutual rights and obligations of the Authority and the Consultant shall be as set forth in the Agreement.

1.4 Governing law and jurisdiction

This Agreement shall be construed and interpreted in accordance with and governed by the laws of India, and the courts at Dedlhi/New Delhi shall have jurisdiction over matters arising out of or relating to this Agreement.

1.5 Table of contents and headings

The table of contents, headings or sub-headings in this Agreement are for convenience of reference only and shall not be used in, and shall not affect, the construction or interpretation of this Agreement.

1.6 Notices

Any notice or other communication to be given by any Party to the other Party under or in connection with the matters contemplated by this Agreement shall be in writing.

1.7 Location

The Services shall be performed in the Project Cell (CPSMS), New Delhi in accordance with the provisions of RFP.

1.8 Taxes and duties

Unless otherwise specified in the Agreement, the Consultant shall pay all such taxes, duties, fees and other impositions as may be levied under the Applicable Laws and the Authority shall perform such duties in regard to the deduction of such taxes as may be lawfully imposed on it. The element of taxes and duties shall be loaded in the quoted price/cost.

2. COMMENCEMENT, COMPLETION AND TERMINATION OF AGREEMENT

2.1 Effectiveness of Agreement

This Agreement shall come into force and effect on the date of this Agreement.

2.2 Commencement of Services

The Consultant shall commence the Services within a period of 7 (seven) days from the Effective Date, unless otherwise agreed by the Parties.

2.3 Termination of Agreement for failure to commence Services

If the Consultant does not commence the Services within the period specified above, the Authority may, by not less than 2 (two) weeks' notice to the Consultant, declare this Agreement to be null and void, and in the event of such a declaration, the Bid Security of the Consultant shall stand forfeited.

2.4 Breach of agreement during the currency of the contract

- i) Failure to perform any of the works specified in RFP and violation of any of the terms & condition of the agreement shall constitute breach of contract.
- ii) The Performance/Bank Guarantee will be invoked in the event of breach of the contract.

2.5 Expiration of Agreement

Unless terminated earlier pursuant, this Agreement shall expire when the assignment period has been completed.

2.6 Entire Agreement

2.6.1 This Agreement and the Annexes together constitute a complete and exclusive statement of the terms of the agreement between the Parties on the subject hereof, and no amendment or modification hereto shall be valid and effective unless such modification or amendment is agreed to in writing by the Parties and duly executed by persons especially empowered in this behalf by the respective Parties.

2.7 Modification of Agreement

Modification of the terms and conditions of this Agreement, including any modification of the scope of the Services, may only be made by written agreement between the Parties.

2.8 Force Majeure

2.8.1 Definition

(a) For the purposes of this Agreement, “Force Majeure” means an event which is beyond the reasonable control of a Party, and which makes a Party’s performance of its obligations hereunder impossible or so impractical as reasonably to be considered impossible in the circumstances, and includes, but is not limited to, war, riots, civil disorder, earthquake, fire, explosion, storm, flood or other adverse weather conditions, strikes, lockouts or other industrial action (except where such strikes, lockouts or other industrial action are within the power of the Party invoking Force Majeure to prevent).

2.8.2 No breach of Agreement

The failure of a Party to fulfil any of its obligations hereunder shall not be considered to be a breach of, or default under, this Agreement insofar as such inability arises from an event of Force Majeure, provided that the Party affected by such an event has taken all reasonable precautions, due care and reasonable alternative measures, all with the objective of carrying out the terms and conditions of this Agreement.

2.8.3 Extension of time

Any period within which a Party shall, pursuant to this Agreement, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result of Force Majeure.

2.9 Termination of Agreement

2.9.1 By the Authority

The Authority may, by not less than fifteen (15) days’ written notice of termination to the Consultant/Supplier of the service of a BizTalk Expert.

2.9.2 By the Consultant

The Consultant may, by not less than fifteen (15) days’ written notice to the Authority terminates this Agreement.

2.9.3 Payment upon Termination

Upon termination of this Agreement pursuant to Clauses 2.9.1 or 2.9.2 hereof, the Authority shall make the following payments to the firm (after offsetting against these payments any amount that may be due from the Consultant/firm to the Authority):

- (i) remuneration for Services satisfactorily performed prior to the date of termination; and
- (ii) reimbursable expenditures for expenditures actually incurred prior to the date of termination.

3. OBLIGATIONS OF THE CONSULTANT

3.1 General

3.1.1 Standards of Performance

The Consultant shall perform the Services and carry out its obligations hereunder with all due diligence, efficiency and economy, in accordance with generally accepted professional techniques and practices, and shall observe sound management practices.

3.1.2 Terms of Reference

The scope of Services to be performed by the Consultant are specified in the Terms of Reference.

3.1.3 Conflict of Interest

3.1.4 The firm shall not have a Conflict of Interest and any breach hereof shall constitute a breach of the Agreement.

3.1.5 Liability of the firm

3.1.6 The firm's liability under this Agreement shall be determined by the Applicable Laws and the provisions hereof.

3.1.7 Substitution of the BizTalk Expert

The Authority will not consider any substitution of the BizTalk Expert selected for the work except under compelling circumstances beyond the control of the firm. In such an event, the firm will provide an overlapping period of at least 7 working days between the incoming and outgoing BizTalk Expert so that the expert coming as a substitute is made fully conversant with the software development work.

3.1.8 Working hours, leave, etc.

Working hour & holidays as applicable to the other employees of the Project Cell (CPSMS) shall be applicable to the BizTalk Expert. Any taking of leave for a period exceeding 2 days shall be subject to the prior approval of the Authority, and the firm/Expert shall ensure that any absence on leave will not delay the progress and quality of the Services.

4. OBLIGATIONS OF THE AUTHORITY

4.1 Authority shall arrange all documents, facilities, equipment and infrastructure that are necessary for carrying out the assignment as per the TOR and RFP.

4.1 Payment

In consideration of the Services performed by the Consultant/Expert under this Agreement, the Authority shall make to the Consultant such payments and in such manner as is provided in the RFP and this Agreement.

4.2 Currency of payment

All payments shall be made in Indian Rupees.

4.3 Mode of billing and payment

4.3.1 The Consultant/firm shall be paid for its services as per the Payment Schedule in Form in APPENDIX-V.

4.4 Liquidated Damages

Liquidated damages are not applicable as the contract is for providing of services of a BizTalk Expert.

5. SETTLEMENT OF DISPUTES

The Parties shall use their best efforts to settle amicably all disputes arising out of or in connection with this Agreement or the interpretation thereof. Any dispute which is not resolved amicably will be referred to the Board of arbitration as per the standard procedure in this regard.

Bank Guarantee for Performance Security

To

**The President of India
(The Joint Controller General of Accounts,
O/o the Controller General of Accounts,
7th Floor, Lok Nayak Bhawan,
Khan Market, New Delhi-110003)**

In consideration of the Controller General of Accounts, M/o Finance acting on behalf of the President of India (hereinafter referred as the "Authority"), which expression shall, unless repugnant to the context or meaning thereof, include its successors, administrators and assigns) having awarded to M/s _____, having its office at _____ (hereinafter referred as the "Consultant/firm/supplier of services of a BizTalk Expert" which expression shall, unless repugnant to the context or meaning thereof, include its successors, administrators, executors and assigns), vide the Authority's Agreement no. _____ dated _____ valued at Rs. _____ (Rupees _____), (hereinafter referred to as the "Agreement") a Services of a BizTalk Expert for bank integration work for the web enabled application/portal being developed by the Controller General of Accounts(CGA), M/o Finance (Deptt. of Expenditure), Government of India for the implementation of Central Plan Schemes Monitoring System of the Planning Commission, GoI and the Consultant having agreed to furnish a Bank Guarantee amounting to Rs.50,000/- (Rupees Fifty Thousand only) to the Authority for performance of the said Agreement.

We, _____ (hereinafter referred to as the "Bank") at the request of the Consultant/firm/Supplier of the services do hereby undertake to pay to the Authority an amount not exceeding Rs.50,000/- (Rupees Fifty Thousand only) against any loss or damage caused to or suffered or would be caused to or suffered by the Authority by reason of any breach by the said Consultant of any of the terms or conditions contained in the said Agreement.

2. We, _____ (indicate the name of the Bank) do hereby undertake to pay the amounts due and payable under this Guarantee without any demur, merely on a demand from the Authority stating that the amount/claimed is due by way of loss or damage caused to or would be

caused to or suffered by the Authority by reason of breach by the said Consultant of any of the terms or conditions contained in the said Agreement or by reason of the Consultant's failure to perform the said Agreement. Any such demand made on the bank shall be conclusive as regards the amount due and payable by the Bank under this Guarantee. However, our liability under this Guarantee shall be restricted to an amount not exceeding Rs.50,000/-(Rupees Fifty Thousand only).

3. We undertake to pay to the Authority any money so demanded notwithstanding any dispute or disputes raised by the Consultant in any suit or proceeding pending before any court or tribunal relating thereto, our liability under this present being absolute and unequivocal. The payment so made by us under this bond shall be a valid discharge of our liability for payment there under and the Consultant shall have no claim against us for making such payment.

4. We, _____ (indicate the name of Bank) further agree that the Guarantee herein contained shall remain in full force and effect for 6 months from the date of issue of Letter of Award (LOA). Unless a demand or claim under this Guarantee is made on us in writing on or before a period of six months from the date of this Guarantee, we shall be discharged from all liability under this Guarantee thereafter.

5. We, _____ (indicate the name of Bank) further agree with the Authority that the Authority shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Agreement or to extend time of performance by the said Consultant/firm from time to time or to postpone for any time or from time to time any of the powers exercisable by the Authority against the said Consultant/firm and to forbear or enforce any of the terms and conditions relating to the said Agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said Consultant or for any forbearance, act or omission on the part of the Authority or any indulgence by the Authority to the said Consultant/firm or any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have the effect of so relieving us.

6. This Guarantee will not be discharged due to the change in the constitution of the Bank or the Consultant/firm.

7. We, _____ (indicate the name of Bank) lastly undertake not to revoke this Guarantee during its currency except with the previous consent of the Authority in writing.

Dated the _____ day of _____ 200*

For _____
(Name of Bank)

(Signature, Name and Designation of the Authorised Signatory of the Bank)
Seal of the Bank:

NOTES:

- (i) The Bank Guarantee should contain the name, designation and code number of the officer(s) signing the Guarantee.
- (ii) The address, telephone no. and other details of the Head Office of the Bank as well as of issuing Branch should be mentioned on the covering letter of issuing Branch.

APPENDIX-V

Payment Schedule

The consolidated Monthly Charges shall be payable to the Firm/Service provider on closure of the month, after submission of a bill/invoice by the firm for the services provided and a certificate of Satisfactory Services issued by the Project Cell (CPSMS).

APPENDIX-VI

Particulars of the Applicant

1	Name of Company or Firm:	
2	Legal status (e.g. incorporated private company, unincorporated business, partnership etc.):	
3	Country of incorporation:	
4	Registered address:	
5	Year of Incorporation:	
6	Year of commencement of business:	
7	Principal place of business:	
8	Brief description of the Company including details of its main lines of business Name:	
9	Fax No. :	
10	E-mail address:	
11	Has the Applicant or any of the Members in case of a consortium/JV been penalized by any organization for poor quality of work or breach of contract in the last five years?	Yes/No
12	Has the Applicant/ Member ever failed to complete any work awarded to it by any	Yes/No

	public authority/ entity in last five years?	
13	Has the Applicant or any member of the consortium/JV been blacklisted by any Government department/Public Sector Undertaking in the last five years?	Yes/No
14	Has the Applicant or any of the Members, in case of a consortium/JV, suffered bankruptcy/insolvency in the last five years?	Yes/No

Note: If answer to any of the questions at 11 to 14 is yes, the Applicant is not eligible for this consultancy assignment.

Authorised Signatory
for and on behalf of _____

Government of India
Office of the Controller General of Accounts
Ministry of Finance (Department of Expenditure)
Project Cell (CPSMS)
Room No. 202, 203 & 204, 2nd Floor, Palika Bhawan, R. K. Puram,
New Delhi-110066
Tel: No. 011-24108104 cpsms-mof@nic.in

F. No. C13015/201/MFCGA/CPSMS/Misc/216-225

Date 27.07.2010

To

The identified & shortlisted source

**Subject: Forwarding of Request for Proposals for hiring of a
BizTalk Resource on contract basis for CPSMS**

Sir/Madam,

As your firm/company has been identified as one of the likely sources for hiring of a BizTalk Resource on contract basis for bank integration work for the CPSMS web enabled system/application, I am directed to forward herewith a Request for Proposals notice for seeking your proposal in this regard.

Yours Faithfully,

Encl: as above

(Satish Kumar)
Astt. Accounts Officer

Government of India
Ministry of Finance (Department of Expenditure)
Office of the Controller General of Accounts
Project Cell (Central Plan Schemes Monitoring System)
Room No. 202, 203 & 204, 2nd Floor, Palika Bhawan,
R. K. Puram, New Delhi-110066
Tel: No. 011-24108104 cpsms-mof@nic.in

REQUEST FOR PROPOSAL (RFP) DOCUMENT

For hiring the services of a BizTalk Expert for bank integration work for the web enabled application/portal being developed by the Controller General of Accounts(CGA), M/o Finance (Deptt. of Expenditure), Government of India for the implementation of Central Plan Schemes Monitoring System of the Planning Commission