

**NATIONAL PROJECTS CONSTRUCTION CORPORATION LIMITED**  
**(A GOVERNMENT OF INDIA ENTERPRISE)**  
PLOT NO. 67-68, SECTOR -25, FARIDABAD-121004  
☎ 0129- 4150689

Tender Notice No.: Finance Software 2011-2012/

Dated: 29-02-2012

**TENDER NOTICE**

Sealed tenders are invited from reputed parties for the **Computerization of Finance & Accounting System**. The detailed Tender Document can be down loaded from our Website : [www.npcc.gov.in](http://www.npcc.gov.in).

Last date of sale of tender : 15-03-2012 upto 16.00 Hrs.

Last date of submission of tender : 16-03-2012 upto 14:30 Hrs.

Date of Opening of tender : 16-03-2012 at 15.00 Hrs. at NPCC Corporate Office Faridabad.

**General Manager (P&MC/IT)**

**TENDER FOR  
Automation of Financial Accounting  
System**

**Bid Documents**

**Part – I, EMD, Instruction to Tenderer, Scope of work.**

**Commercial Terms & Conditions**

**Part II, Price Bid**

**Tender No. NPCC Ltd.,**

**March, 2012**

**National Projects Construction Corporation Ltd.**

Plot No 67-68, Sector 25,  
Ballabgarh,  
Faridabad,  
HARYANA



**NATIONAL PROJECTS CONSTRUCTION CORPORATION LIMITED  
(A GOVERNMENT OF INDIA ENTERPRISE)**

PLOT NO.67-68, SECTOR 25, FARIDABAD, HARYANA, INDIA-121004

PHONE: 0129-4062856-59, FAX: 0129-4150689

Ref. No. GM(PMC)/IT/

Dated: 29/02/2012

**Sub: NIT for Automation of Financial Accounting System for NPCC.**

Dear Sir,

Sealed offer on two bid systems are invited for the under mentioned work of the Corporation. The offers shall be received up to 16/03/2012 at 14:30 Hrs. The Part-I containing EMD, instructions to tenderer, scope of work, the technical and commercial terms shall be opened on the same date at 15:00 Hrs. at our Corporate Office Faridabad. The part-II price bid of the qualified tenderers shall be opened on a later date, which shall be intimated subsequently.

<b>Tender Notice No.</b>	
Name of work	<b>Automation of Financial Accounting System for NPCC.</b>
Cost of Tender Documents	Rs.1,000 (Rs one thousand only)
Completion Period	Four Calendar Months
Earnest Money	10000/= (Rs Ten Thousand only)
Last Date / time of receipt of Tenders	Up to 14:30 hrs. On 16 <sup>th</sup> March 2012 in the office of NPCC Ltd, Plot No 67-68, Sector-25, Ballabgarh, Faridabad, HARYANA
Date of opening of Tender	At 15:00 hrs. 16 <sup>th</sup> March 2012 at NPCC Ltd Office.
Availability of Tender Document	Tender documents can be had from NPCC Ltd, Plot No 67-68, Sector 25, Faridabad, HARYANA on any working day from 1 <sup>st</sup> March 2012 up to 16.00 hrs on March 15 <sup>th</sup> 2012 on cash payment of Rs.1,000/- per set. The cost of this tender form is not transferable or refundable. Tender documents can also be downloaded from our website <a href="http://www.npcc.gov.in">www.npcc.gov.in</a> . Tenderer using the downloaded tender document website shall has to deposit separate DD of Rs.1,000/- along with the tender documents. Failure to do so, may lead to disqualification of the tenderer.

**Details of scope of work is enclosed at Annexure – A.**

Signature of the Tenderer/s

## PART – I

### INSTRUCTIONS TO TENDERERS

Tender is invited from agency / company having exposure/ expertise in development of Finance related Software's for Government Organization.

#### 1. **General Instructions:**

National Projects Construction Corporation Ltd invites tenders for the work “**Automation of Financial Accounting System for NPCC**”. All the offers in prescribed format include with tender document should be submitted before the time and date fixed for the receipt of offers as set forth in tender papers. Offers received after stipulated time and date will be summarily rejected.

#### 2. **Eligibility Criteria:**

- a) Type of Organization.
- b) Manpower details and their CV's.
- c) Documents indicating experience of
- d) Proof of service tax registration no.
- e) List of clients with whom the tenderer has worked giving their addresses & Telephone nos. etc.

#### 3. **Qualifying Requirements of Tenderers:**

- a. The tenderer should provide satisfactory evidence, acceptable to the NPCC Ltd to show that he has efficient technology, adequate capability, technical know-how and experience of development of Finance related Softwares for Government organization as detailed in Annexure 'A' of this tender.
- b. The tenderer should have adequate financial stability and status to meet the obligations under the contract, for which he is required to submit detailed report of similar work done & financial position.
- c. The tenderer should have at least completed from start to finish, in the last three financial years (i.e. current year and three previous financial years) at-least one single work i.e. Development of Finance related Software's for Government Organization.

Tenderers not submitting the requisite information should note that their offer shall liable to be rejected on this account.

#### 4. **EARNEST MONEY:**

4.1. The tender must be accompanied by EMD FOR **Rs.10000/=** in the form of DD issued by a nationalized/ scheduled bank failing which the tender shall be summarily rejected.

## SCOPE OF WORKS

### Understanding of Requirements

NPCC Ltd wants to develop Financial Accounting System in two phases with the following main objectives:

- To ensure timely finalization of balance sheet as per schedule.
- To making on line accounting system.
- To get quality and security standards.

#### Phase – 1

1. Consolidation of unit-wise trial balance based on the standard chart of accounts.
2. On line financial accounting system at Corporate Office.

#### Phase - 2

1. On line Financial accounting System at Units.
2. Consolidation of Accounts of units at reporting Zones.
3. Final Consolidation at Corporate based on the Zones / units Financial Accounts.

### One time on site training

Training programmes shall be conducted in three instances:

- a) Initial stage of implementation before deployment to the site
- b) Refresher training programme after three months
- c) Refresher training program after six months of initial deployment
- d) Development of Accounts Software supplied will include all Operational & Maintenance Manuals, tutorials, reference manuals, installation and performance guide etc. complete in all respects.

The duration of first training programme shall be three days. The duration of Refresher training programmes shall be two days at Faridabad/New Delhi.

### One year technical support

You shall provide two-year technical support via email; phone and remote login to address analyze and fix any technical glitches within the existing features. The scope of technical support includes rectification of errors within the already developed solution. Two years further support as per charges of NIT.

### Security Compliance Plan

Security should be the prime concern while deploying this system. This is because of two prime reasons:

- a) Protection of information data.
- b) Protection of payment instruction data in transit.
- c) Third party security clearance certificate from Cert-in empanelled auditor. You shall handle the entire process related to obtaining this certificate.

**COMMERCIAL TERM & CONDITIONS:**

1. Submission of bid- The bid shall contain two envelopes, the first envelop shall contain the requisite EMD & documents of Part-I marked as "EMD & Technical bid". The second envelop shall contain the price marked as "Price Bid". These two envelopes shall be sealed in a common envelop marked as "**Tender for Development of Automation of Financial Accounting System for NPCC**" the EMD and the technical bid shall be opened on the mentioned date i.e. 16<sup>th</sup> March 2012. The price bid of the successful tenderers shall be opened on a later date, which shall be intimated subsequently.
2. EMD of Rs. 10,000/- in the form of DD in favour of NPCC payable at Faridabad is required to be submitted by vendor along with the offer. This would be released along with the final payment to the vendor without any interest. No interest shall be payable on the earnest money for whatsoever reason. Earnest money in the form of Guarantee/ Bonds shall not be accepted.
3. NPCC has got the right to accept or reject any or all the offers without assigning any reason whatsoever.
4. No claim on account of any price variation/escalation shall be entertained.
5. The tenders shall be valid for a period of 90 days from the date of opening of the same.
6. 70% of amount quoted shall be paid on successful completion of work & running of software for 30 days. Balance amount of 30% shall be released on quarterly basis at the rate of 7.5% of quoted rate. The question that the works in the contract have been successfully completed in the terms of the contract, shall be decided by the General Manager, NPCC Ltd., PM&C/IT, Corporate Office, Faridabad and/or any higher authorities to such General Manager and his decision in this respect shall be final and binding on the contractor.
7. **Security Deposit:** - 5% payable amount shall be deducted as security deposit. EMD of **Rs 10,000/-** of successful bidder will be adjusted against security deposit.
8. **PERIOD OF COMPLETION:**

The entire work is required to be completed in all respects within 4 months from the date of issue of the acceptance letter. Delay in completion of assignment due to reasons shall be levied @ ½ % of per week delay limited to 5% of contract value.

## 9. **GUARANTEE/ WARRANTY:**

Except as otherwise provided in the invitation to the tender the tenderer hereby declares that the development of Finance related Software sold/supplied to the purchaser under this contract shall be of the best quality and shall be strictly in accordance with the specification and particulars contained/ mentioned in the contract. The tenderer hereby guarantees that the said software would continue to conform to the description and quality aforesaid for a period of 24 months, from the date of development of the said software to the purchaser and notwithstanding the fact that the Purchaser may have inspected and /or approved the said software, if during the aforesaid period of 24 months the said software be discovered not to conform to the description and quality aforesaid or not giving satisfactory performance or have deteriorated, the decision of the purchaser in that behalf shall be final and binding on the tenderer and the purchaser shall be entitled to call upon the tenderer to rectify the software or such portion thereof as is found to be defective by the purchaser within a reasonable period or such specified period as may be allowed by the purchaser in his discretion on/an application made thereof by the tenderer and in such an event, the above mentioned warranty period shall apply to the software rectified from the date of rectification thereof. In case of failure of the tenderer to rectify or replace the software etc., within specified time, the purchaser shall be entitled to recover the cost with all expenses from the tenderer for such defective software.

## 10. **FORCE MAJEURE**

The obligations of NPCC Ltd and the AGENCY shall remain suspended if and to the extent that they are unable to carry out such obligations owing to force majeure or reason beyond their control. In the event of such inability continuing for more than a week, the other party shall have the right to terminate this agreement without further obligation.

## 11. **LEGAL JURISDICTION**

The parties hereby irrevocably consent to the sole jurisdiction of the Courts of Faridabad in Connection with any action or Proceedings arising out or in relation to this Agreement.

These tender documents should be submitted duly completed in all respects in a sealed cover and should be deposited in the tender box in the office of the NPCC Ltd, Plot No 67-68, Sector-25, Ballabgarh, Faridabad, HARYANA on or before 14.30 hrs. March 16th 2012. Tenders sealed and super scribed as aforesaid can also be sent by registered post addressed to the NPCC Ltd, NPCC Ltd, Plot No 67-68, Sector 25, Ballabgarh, Faridabad, HARYANA but a tender which is received after the due time and date, shall not be considered. Any tender delivered or sent otherwise will be at the risk of the tenderers.

Prospective tenderer/s may contact General Manager, (PM&C/IT) NPCC Ltd, Plot No 67-68, Sector 25, Ballabgarh, Faridabad, HARYANA for obtaining further clarification, if required. The tenderer/s is/are advised to submit all documents in one go with the offer at the same time.

**Part – II.**

**Price Bid**

<b>Sl. No.</b>	<b>Component</b>	<b>Cost</b>
1	Phase – 1 a) Consolidation of unit-wise trial balance based on the standard chart of accounts. b) Reconciliation of Inter Unit Account c) Finalization of Balance Sheet and Profit & Loss accounts as per the revised schedule of Companies Act 1956. d) On line financial accounting system at Corporate Office.	To be quoted
2	Phase - 2 a) On line Financial accounting System at Units. b) Consolidation of Accounts of units at reporting Zones. c) Final Consolidation at Corporate based on the Zones / units Financial Accounts.	To be quoted
3	Maintenance cost--First year / Second year	Under warranty hence free maintenance
4	Total	

(Bidder should quote as per following format Including all taxes and overheads (if any))

General Manager (PM&C/IT), NPCC Ltd.,  
Plot No 67-68 Sector 25,  
Faridabad, Haryana.