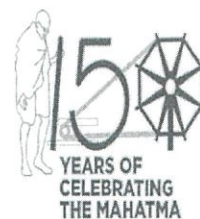




राष्ट्रीय भारतीय चिकित्सा संपदा संस्थान
(केन्द्रीय आयुर्वेदीय विज्ञान अनुसंधान परिषद, आयुष मंत्रालय, भारत सरकार)
रेवेन्यू बोर्ड कॉलोनी, गड्डीअन्नारम, हैदराबाद-500 036, तेलंगाना, भारत
National Institute of Indian Medical Heritage
(Central Council for Research in Ayurvedic Sciences, Ministry of AYUSH, Govt. of India)
Revenue Board Colony, Gaddiannaram, Hyderabad - 500 036, Telangana, INDIA
Ph: 040-24067388, Web: <http://niimh.nic.in>, E-mail: niimh.hyderabad@gmail.com, niimh-hyderabad@gov.in



F.No. NCIMH/Tech./IMR06/AMAR Portal/16

Date : 07-04-2022

**Tender Notice for
Providing IT related services**

The Assistant Director In-Charge, National Institute of Indian Medical Heritage (NIIMH), Hyderabad invites quotations from the registered IT firms / companies for providing Information Technology related services for the Portal “AMAR – Ayush Manuscript Advanced Repository” under IMR Project of this Institute.

2. General Information about the Tender :-

| | | |
|----|--|--|
| a. | Tender Reference | Providing IT related services for the IMR Project entitled “AMAR – Ayush Manuscript Advanced Repository” |
| b. | Bid Publish Date | 07.04.2022 |
| c. | Bid Download Start Date | 07.04.2022 |
| d. | Pre-bid Conference on | 18.04.2022 at 11.30 AM |
| e. | Last date and time for submission of Tender | 27.04.2022 upto 02.00 PM |
| f. | Time and date of opening of Tenders | 27.04.2022 upto 03.00 PM |
| g. | Place of opening of Tenders | Conference Hall, 1 st floor, NIIMH, Hyderabad |
| h. | Details of activities to be carried out as well as essential requirements along with the service - Technical Bid | Annexure-I |
| i. | Details of Financial bid | Annexure-II |

The details and scope of work is herewith given below.

Scope of Work in the “AMAR” Portal :-

1. To upscale the already developed “AMAR Portal” content management system, hosted at staging server <http://amar.ayushnext.com/> [Developed in PHP, MySQL) with the following requirements:
 - a. Development of dedicated modules
 - i. Data entry and display of Metadata of Rare books
 - ii. Indexing and abstracting of old / rare journals, and magazines of Ayush systems
 - iii. Cataloguing of Manuscripts indexed in different descriptive catalogues, catalogues/private collections/ hand lists etc.

- b. User Interface requirements:
 - i. Responsive website
 - ii. Bilingual (English/Hindi) with localization/internationalization option.
- c. Display of Contents:
 - i. Display of master list of Manuscript/Rare books/Journals with a hyperlink to view the metadata.
 - ii. System wise display of list of Manuscript/Rare books/Journals (Ayurveda, Unani, Siddha, Homoeopathy, Naturopathy & Sowa Rgpa)
- d. User management:
 - i. User Registration, authentication as per Admin, Editor, Data Entry etc., [Admin with privileges to manage permissions to the users for data entry, verification and approval of the content, final display etc.,]
- e. Content management:
 - i. Content management as per standard Create, Read, Update and Delete (CRUD) operations along with due approval process at each stage (e.g., after data entry the editor/co-PI to verify and forward to PI for approval. And only after approval the content will be available for display).
- f. Search Options:
 - i. Global multi keyword search option (English, other Unicode compatible Devanagari/Telugu/ or any other vernacular language support)
 - ii. Specific item wise search viz., (a) Alphabetical wise (b) Source location (c) Language (d) Catalogue wise (e) Key word (f) Subject 1 & Subject 2 (g) Author / Editor / commentator (h) Material Palm leaf/ paper (i) Script, (j) language, (k) Rare Book, (m) Journal
- g. Display of usage statistics in dashboard:
 - i. By number of views per each record (pertaining to Manuscript/Rare book/Journal)
 - ii. Number of visitors in general
- h. Software life cycle documentation: System Requirement Specification (SRS) Document etc.,
- i. Operationalization of the Portal:
 - i. User Acceptance Testing (UAT)
 - ii. 3rd Party Security Audit (for upscaled application)
 - iii. Migration of the application from Staging Server to Production Server (ERNET with following specifications- Marida DB Version 10.3.28; PHP 8.1.4, OS RED HAT LINUX)
- j. Service for maintenance of the Portal for a period of Three (03) years or till the closure of the project whichever is earlier.
- k. Any other miscellaneous development as and when required.



3. The Tender shall be submitted in two bid system, Technical Bid and Financial Bid.

- i. Technical bid (as per Annexure-I) consisting of all technical details, and
- ii. Financial bid (as per Annexure-II) indicating protocol mentioned in the technical bid.

Technical bid and Financial bid should be sealed by the bidder in separate covers duly superscribed and both these sealed covers are to be put in a bigger cover which should also be sealed and duly super scribed **“Proposal for providing IT related services for the IMR Project entitled “AMAR – Ayush Manuscript Advanced Repository”**. The sealed Tenders may be put in the Tender Box placed on the Ground floor at the entrance of the Institute or by post at the aforesaid address latest by due date and time. Tenders received late will be rejected outright.

iii. For terms of reference for the proposal for providing IT related services for the IMR Project entitled **“AMAR – Ayush Manuscript Advanced Repository”**, must be full filled as per Annexure-I.

iv. A Pre-bid Conference will be held in the Conference room of NIIMH, Hyderabad. All prospective bidders are requested to attend the Pre-bid Conference for clarifying the queries if any. The queries and its replies will be uploaded in the Institute’s website on the same day.

4. The tender shall be subject to the following Terms and conditions:-

- a. The Bidder IT firms / companies office should be located in Hyderabad.
- b. Each bidder should submit an EMD of Rs.15,000/- (Rupees Fifteen thousand only) along with the quotation. EMD should be in the form of Demand Draft, drawn in favour of NIIMH, payable at Hyderabad. The EMD of unsuccessful Bidders will be refunded after award of the contract and EMD of successful bidder will be returned on receipt of Performance security @5% of the bid amount.
- c. The Technical Bid must contain information / documents signed by the authorized signatory of the bidding firm/company and should be kept in the Technical Bid envelope along with other documents/information prescribed in this tender notice.
- d. The firm should not hand over the execution of the order to any other / sister firms(s) which would be liable for the violation of contract and may entail cancelation of contract and forfeiture of Performance Security.
- e. The tenders will be opened on the stipulated date and time in the presence of the tenderers or their authorized representatives who may likely be present.
- f. The tenderers should quote their rates (excluding taxes) for all the studies mentioned in the technical bids without fail.
- g. If any tenderers withdraw tender before the expiry of the period, the earnest money if any deposited will be forfeited and no correspondence in this regard will be entertained thereafter.
- h. Communication of acceptance of the tender constitutes concluded contract.

- i. In case where a successful tenderer, does not provide the service in time, the Institute at its discretion may obtain such services from the next higher tenderer, and the loss, if any, is caused to the Institute due to increased rates shall be borne by the defaulting tenderer.
- j. The performance security shall be returned to the contractor within two months after expiry of the contract period, but in the event of any dispute arising between the Institute and the contractor, the Institute shall be entitled to deduct such sums which in the opinion of the Institute are due from / not payable to the contractor.
- k. Any sum of money due and payable to the contractor, including Performance Security under this contract may be appropriated by the Institute In-charge and set off against any claim of the Institute In-Charge against the tenderers.
- l. No enhancement of rates will be considered during the period of the contract.
- m. The Bidder firm should not have been blacklisted by any Govt. / Semi Govt./ Semi Govt. Deptt. Therefore, the bidder should furnish an Undertaking to this effect that Govt. / Semi Govt./ Semi Govt. Deptt. / office has not blacklisted their firm / Company.
- n. The bidder must have GST registration number (copy of the Certificate should be enclosed as a proof), if the same is applicable to his firm / Company.
- o. The bidder must submit the copy of last 03 years Income Tax Return (ITR).
- p. The bidder shall quote/indicate the rates for all items (in Indian Rupees) offered by it in the 'Proforma for Financial Bids attached with this tender notice at Annexure-II.
- q. The Institute In-Charge has every right to reject/accept any bid without assigning any reasons.
- r. The Technical bids will be opened and evaluated by a committee and only the bids technically acceptable would be considered further.
- s. The bids received after due date and time will not be accepted while incomplete bids are liable to be ignored.
- t. The tender received without EMD will not be entertained under any circumstances.
- u. The TDS / TDS on GST will be deducted as per the existing rule.
- v. Taxes and any other charges should be indicated separately.
- w. The period of contract including service for maintenance of the Portal has to be provided for a period of Three (03) years or till the closure of the project, whichever is earlier from the date of award of contract.
- x. The other point which not covered in above points will be covered as per GFR-2017 or any other latest Govt. guidelines whichever is latest.

xiii. Amendment of Tender Documents if required

- a. At any time prior to the deadline for submission of bids, the Institute may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the tender documents by amendment. The same would also be hosted on the website of the Institute and all prospective bidders are expected to surf the website before submitting their bids to take cognizance of the amendments.



- b. In order to allow prospective bidders' a reasonable time in which to take the amendment into account in preparing their bids, the Institute, at its discretion, may extend the deadline for the submission of bids and host the changes on the website of the Institute.

xiv. Code of Integrity

- a. The successful tenderer should submit a declaration stating that the data in the Portal will not be distributed, transmitted, retrieved, reproduced, republished, uploaded and posted by means. The data uploaded in AMAR portal is the sole right of NIIMH, CCRAS, Min. of Ayush, GoI and the tenderer will not have any right of ownership, etc.
- b. The successful bidders should sign a declaration about abiding by the Code of Integrity for Public Procurement in bid documents. In case of any transgression of this code, the bidder is not only liable to be removed from the list of registered suppliers, but it would be liable for other punitive actions such as cancellation of contracts, banning and blacklisting or action also in Competition Commission of India, and so on.
- c. Code of integrity for Public Procurement: The Institute as well as bidders, suppliers, contractors and consultants should observe the highest standard of ethics and should not indulge in the following prohibited practices, either directly or indirectly, at any stage during the procurement process or during the execution of resultant contracts:
 - i) "corrupt practice": making offers, solicitation or acceptance of bribe, rewards or gifts or any material benefit, in exchange for an unfair advantage in the procurement process or to otherwise influence the procurement process or contract execution;
 - ii) "Fraudulent practice": any omission or misrepresentation that may mislead or attempt to mislead so that financial or other benefits may be obtained or an obligation avoided. This includes making false declarations or providing false information for participation in a tender process or to secure a contract or in execution of the contract;
 - iii) "anti-competitive practice": any collusion, bid rigging or anti-competitive arrangement, or any other practice coming under the purview of the Competition Act, 2002, between two or more bidders, with or without the knowledge of the Institute, that may impair the transparency, fairness and the progress of the procurement process or to establish bid prices at artificial, non-competitive levels;
 - iv) "coercive practice": harming or threatening to harm, persons or their property to influence their participation in the procurement process or affect the execution of a contract;
 - v) "conflict of interest": participation by a bidding firm or any of its affiliates that are either involved in the consultancy contract to which this procurement is linked; or if they are part of more than one bid in the procurement; or if the bidding firm or their personnel have relationships or financial or business transactions with any official of Institute who are directly or indirectly related to tender or execution process of contract: or improper use of information obtained by the (prospective) bidder from the Institute with an intent to gain unfair advantage in the procurement process or for personal gain; and
 - vi) "Obstructive practice": materially impede the Institute's investigation into allegations of one or more of the above mentioned prohibited practices either by deliberately destroying, falsifying, altering: or concealing evidence material to the investigation; or by making false statements to investigators and/or by threatening,



harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation; or by impeding the Institute's (Entity's) rights of audit or access to information.

d. Obligations for Proactive disclosures

- i) The Institute as well as bidders, suppliers, contractors and consultants, are obliged under Code of Integrity for Public Procurement to suo-motto proactively declare any conflicts of interest (coming under the definition mentioned above –pre-existing or as and as soon as these arise at any stage) in any procurement process or execution of the contract. Failure to do so would amount to violation of this code of integrity; and
- ii) The bidder must declare, whether asked or not in a bid document, any previous transgressions of such a code of integrity with any entity in any country during the last three years or of being debarred by any other Procuring Entity. Failure to do so would amount to violation of this code of integrity;
- iii) To encourage voluntary disclosures, such declarations would not mean automatic disqualification for the bidder making such declarations. The declared conflict of interest would be evaluated and mitigation steps, if possible, taken by the Institute.

e. Punitive Provisions

Without prejudice to and in addition to the rights of the Institute to other penal provisions as per the bid documents or contract, if the Institute comes to a conclusion that a (prospective) bidder/supplier, directly or through an agent, has violated this code of integrity in competing for the contract or in executing a contract, the Institute may take appropriate measures including one or more of the following:

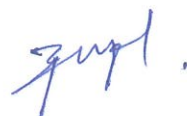
i) If his bids are under consideration in any procurement:

- a) Forfeiture or encashment of bid security;
- b) Calling off of any pre-contract negotiations; and
- c) Rejection and exclusion of the bidder from the procurement process.

ii) If a contract has already been awarded

- a) Cancellation of the relevant contract and recovery of compensation for loss suffered by the Institute;
- b) Forfeiture or encashment of any other security or bond relating to the procurement;
- c) Recovery of payments including advance payments, if any, made by the Institute along with interest thereon at the prevailing rate.

iii) Period of Validity of Bids one hundred and twenty (120) from the last date of bid submission.



TECHNICAL BID

| S.No. | Documents kept in the Technical Bid envelope | Whether enclosed (The firm would write Yes or No in the respective columns) |
|-------|---|---|
| 1. | EMD (Exempted for MSME registered firms) | |
| 2. | <ul style="list-style-type: none">• Copy of Registration/Other documents as proof of Entity Registration of IT firm / company• Proof of office located in Hyderabad (to be enclosed) | |
| 3. | Self certificate in respect of not being blacklisted by any Govt./Semi. Govt. Office (Govt. and very large accounts office) | |
| 4. | Details & copy of GST registration of IT firm / company | |
| 5. | Copy of Pan of IT firm / company | |
| 6. | Copy of Purchases orders for providing similar services for last three years to Central Govt./PSU/Autonomous Bodies. | |
| 7. | Documentary proof that the perspective bidders have capability to cater similar IT services. | |

It is hereby declared that the Terms & Conditions of the NIIMH F.No. NCIMH/Tech./IMR 06 /AMAR Portal date 07.04.2022 are fully acceptable to our IT firm/company.

**(To be signed by the Authorized Signatory)
of the Firm/Company with Name and Stamp)**



FINANCIAL BID

| S. No. | Service to be taken | Price quoted in Rs. (Excluding IGST) |
|--------|---|--|
| 1. | <p><u>Scope of Work in the “AMAR” Portal :-</u></p> <p>1. To upscale the already developed “AMAR Portal” content management system, hosted at staging server http://amar.ayushnext.com/ [Developed in PHP, MySql] with the following requirements:</p> <p>a. Development of dedicated modules</p> <p>i. Data entry and display of Metadata of Rare books</p> <p>ii. Indexing and abstracting of old / rare journals, and magazines of Ayush systems</p> <p>iii. Cataloguing of Manuscripts indexed in different descriptive catalogues, catalogues/private collections/ hand lists etc.</p> <p>b. User Interface requirements:</p> <p>i. Responsive website</p> <p>ii. Bilingual (English/Hindi) with localization/internationalization option.</p> <p>c. Display of Contents:</p> <p>i. Display of master list of Manuscript/Rare books/Journals with a hyperlink to view the metadata.</p> <p>ii. System wise display of list of Manuscript/Rare books/Journals (Ayurveda, Unani, Siddha, Homoeopathy, Naturopathy & Sowa Rigpa)</p> <p>d. User management:</p> <p>i. User Registration, authentication as per Admin, Editor, Data Entry etc., [Admin with privileges to manage permissions to the users for data entry, verification and approval of the content, final display etc.,]</p> <p>e. Content management:</p> <p>i. Content management as per standard Create, Read, Update and Delete (CRUD) operations along with due approval process at each stage (e.g., after data entry the editor/co-PI to verify and forward to PI for approval. And only after approval the content will be available for display).</p> | <p align="center">Rs.</p> <p align="center">In words (Rupees </p> |



| | |
|---|--|
| <p>f. Search Options:</p> <ul style="list-style-type: none">i. Global multi keyword search option (English, other Unicode compatible Devanagari/Telugu/ or any other vernacular language support)ii. Specific item wise search viz., (a) Alphabetical wise (b) Source location (c) Language (d) Catalogue wise (e) Key word (f) Subject 1 & Subject 2 (g) Author / Editor / commentator (h) Material Palm leaf/ paper (i) Script, (j) language, (k) Rare Book, (m) Journal <p>g. Display of usage statistics in dashboard:</p> <ul style="list-style-type: none">i. By number of views per each record (pertaining to Manuscript/Rare book/Journal)ii. Number of visitors in general <p>h. Software life cycle documentation: System Requirement Specification (SRS) Document etc.,</p> <p>i. Operationalization of the Portal:</p> <ul style="list-style-type: none">i. User Acceptance Testing (UAT)ii. 3rd Party Security Audit (for upscaled application) <p>iii. Migration of the application from Staging Server to Production Server (ERNET with following specifications- Marida DB Version 10.3.28; PHP 8.1.4, OS RED HAT LINUX)</p> <p>j. Service for maintenance of the Portal for a period of Three (03) years or till the closure of the project whichever is earlier.</p> <p>k. Any other miscellaneous development as and when required.</p> | |
|---|--|

Signature & Seal of the Bidder firm / company

