



Annexure-1
LIST OF PROJECT SITES

Name of District	District Registrar Office	Sub-Registrar Office
1. INDORE	1. INDORE	1. Indore -3
		2. Mhow
		3. Sanwer
		4. Depalpur
2. DHAR	2. DHAR	5. Dhar
		6. Sardarpur
		7. Kukshi
		8. Badnawar
		9. Manawar
		10. Dharampuri
		11. Gandhwan
3. JHABUA	3. JHABUA	12. Jhabua
		13. Petlawad
		14. Alirajpur
		15. Thandla
		16. Jobat
		17. Meghnagar
		18. Bhabhra
4. KHANDWA	4. KHANDWA	19. Khandwa
		20. Harsud (Chhanera)
		21. Pandhana
5. BURHANPUR	5. BURHANPUR	22. Burhanpur
6. KHARGONE	6. KHARGONE	23. Khargoane
		24. Sanawad



		25. Bhikangaon
		26. Badwah
		27. Kasrawad
		28. Maheshwar
		29. Sengao
		30. Karhi
7. BADWANI	7. BADWANI	31. Warla
		32. Badwani
		33. Rajpur
		34. Pansemal
		35. Sendhawa
8. BHOPAL	8. BHOPAL	36. Bhopal - 2
		37. Berasia
9. BETUL	9. BETUL	38. Betul
		39. Multai
		40. Bhainsdehi
10. RAISEN	10. RAISEN	41. Raisen
		42. Bareli
		43. Udaypura
		44. Obaidullaganj
		45. Begmganj
		46. Silwani
		47. Gairatganj
11. VIDISHA	11. VIDISHA	48. Vidisha



		49. GanjBasauda
		50. Sironj
		51. Nateran
		52. Kurwai
		53. Lateri
		54. Gyarpur
12. RAJGARH	12. RAJGARH	55. Rajgarh
		56. Sarangpur
		57. Bioara
		58. Narsinagarh
		59. Jeerapur
		60. Khilchipur
13. SEHORE	13. SEHORE	61. Sehore
		62. Ashta
		63. Budhni
		64. Nasrullaganj
		65. Doraha
		66. Ichhawar
14. HOSHANGABAD	14. HOSHANGABAD	67. Hoshangabad
		68. Itarsi
		69. Seonimalwa
		70. Piparia
		71. Sohagpur
		72. Bankhedi
		73. Panchmarhi
15. HARDA	15. HARDA	74. HARDA
		75. Timarni



16. GWALIOR	16. GWALIOR	76. Gwalior
		77. Dabra
		78. Bhitwar
17. DATIA	17. DATIA	79. Datia
		80. Senwadha
		81. Bhandar
18. GUNA	18. GUNA	82. Guna
		83. Aaron
		84. Raghogarh
		85. Chanchoda
19. ASHOKNAGAR	19. ASHOKNAGAR	86. Ashoknagar
		87. Chanderi
		88. Mungawali
		89. Isagarh
20. SHIVPURI	20. SHIVPURI	90. Shivpuri
		91. Pichhor
		92. Kolaras
		93. Khaniyadhana
		94. Narwar
		95. Karera
		96. Pohri
21. BHIND	21. BHIND	97. Bhind
		98. Mehgaon
		99. Gohad
		100. Lahar
		101. Mihona
		102. Ron
		103. Ater



22. MORENA 23. SHEOPUR	22. MORENA	104. Morena
		105. Jaora
		106. Porsa
		107. Ambah
		108. Kelaras
		109. Sheopur
		110. Sabalgarh
		111. Vijaypur
24. JABALPUR	23. JABALPUR	112. Jabalpur
		113. Sihora
		114. Patan
25. KATNI	24. KATNI	115. Katni
		116. Vijayraghogarh
26. BALAGHAT	25. BALAGHAT	117. Balaghat
		118. Baraseoni
		119. Baihar
		120. Lanji
		121. Katangi
27. CHHINDWADA	26. CHHINDWADA	122. Chhindwada
		123. Saonsar
		124. Pandhurna
		125. Chourai
		126. Amarwada
		127. Parasiya
		128. Junnardev
		28. MANDLA 29. DINDORI
130. Dindori		
131. Niwas		



		132. Nainpur
30. NARSINGPUR	28. NARSINGPUR	133. Narsingpur
		134. Gadarwara
		135. Gotegaon
		136. Tendukheda
		137. Kareli
31. SEONI	29. SEONI	138. Seoni
		139. Lakhnadaun
		140. Barghat
		141. Kewlari
32. UJJAIN	30. UJJAIN	142. Ujjain
		143. Mahidpur
		144. Badnagar
		145. Nagda
		146. Khachraud
		147. Tarana
		148. Ghatiya
33. DEWAS	31. DEWAS	149. Dewas
		150. Kannaud
		151. Sonkachh
		152. Bagli
		153. Khategaon
34. MANDSAUR	32. MANDSAUR	154. Mandsaur
		155. Bhanpura
		156. Sitamau
		157. Malhargarh



		158. Garoth
		159. Shyamgarh
35. NEEMUCH	33. NEEMUCH	160. Neemuch
		161. Manasa
		162. Singauli
		163. Rampura
		164. Jawad
36. RATLAM	34. RATLAM	165. Ratlam
		166. Jawara
		167. A lot
		168. Sailana
37. SHAJAPUR	35. SHAJAPUR	169. Shajapur
		170. Shujalpur
		171. Kalapipal
		172. Susner
		173. Agar
		174. Badaud
		175. Nalkheda
38. REWA	36. REWA	176. Rewa
		177. Tyonthar
		178. Mauganj
		179. Hanumana
		180. Sirmaur
39. SATNA	37. SATNA	181. Satna
		182. Nagaud
		183. Maihar
		184. Amarpatan
		185. Rampurbghelan



40. SHAHDOL 41. ANUPPUR 42. UMRIYA	38. SHAHDOL	186. Sohagpur
		187. Byauhari
		188. Jaisinhnagar
		189. Anuppur
		190. Pushprajgarh
		191. Kotama
		192. Umriya
43. SIDHI	39. SIDHI	193. Sidhi
		194. Singrauli
		195. Devsar
		196. Rampurnaikin
		197. Chitrangi
44. SAGAR	40. SAGAR	198. Sagar
		199. Khurai
		200. Dewri
		201. Banda
		202. Bina
		203. Rehli
		204. Garhakota
45. CHATARPUR	41. CHATARPUR	205. Chatarpur
		206. Laundi
		207. Naugaon
		208. Bijawar
		209. Rajnagar
		210. Bakswaha
46. DAMOH	42. DAMOH	211. Damoh
		212. Hata
		213. Batiyagarh



		214. Pathariya
		215. Tendukheda
		216. Jabera
47. PANNA	43. PANNA	217. Panna
		218. Pawai
		219. Gunnaur
		220. Ajaygarh
		221. Shahnagar
48. TIKAMGARH	44. TIKAMGARH	222. Tikamgarh
		223. Jatara
		224. Niwadi
		225. Prithvipur
		226. Baldevgarh

Note : In addition to the above District Registrar Offices and Sub Registrar Offices the project sites will also include the Datacentre, Office of the Inspector General of Registration and Superintendent of Stamps ,M.P., Bhopal and Department of Commercial Tax at Mantralaya, Vallabh Bhawan , Bhopal. The above list is only indicative and is subject to changes.



Annexure-2
REQUEST FOR CLARIFICATIONS FORM

Bid No. IGR-1/2012

Name of the Company/Firm: _____

Name of Person(s) Representing the Company/Firm:

Name of Person	Designation	Email-ID(s)	Tel. Nos. & Fax Nos.

Company/Firm Contacts:

Contact Person(s)	Address for Correspondence	Email-ID(s)	Tel. Nos. & Fax Nos.



Query / Clarification Sought:

S.No.	RFP Page No.	RFP Clause No.	Clause Details	Query/ Clarification	Suggestion/

Note: - Queries must be strictly submitted only in the prescribed format. Queries not submitted in the prescribed format will not be considered/ responded by the tendering authority.

Date: _____

Place: _____

(Signature)

in the capacity of _____

Duly authorized to sign Bid for and on behalf of _____



Annexure-3
BID FORM

1) **Addressed to** :Inspector General of Registration and Superintendent of Stamps

a.	Name of the Issuing Authority	Inspector General Registration and Stamps, Govt. of MP
b.	Address	Panjiyan Bhawan, Opp. Old Visdhan Sabha,
c.	Telephone	0755-
	TeleFax	0755-

2) **RFP Reference:**

1.	Name of lead Bidder	
2.	Details of the authorized contact person of the Bidder/Lead Partner of the Consortium.	
3.	Registered Office Address	
4.	Year of Establishment	
5.	Type of Firm	Public Limited/Private Limited/ Proprietary/Partnership/Society/Other
	Put Tick(√) mark	
6.	Telephone Number(s)	
7.	Email Address/ Website	Email: Web-Site:
8.	Fax No.	
9.	Mobile no.	Mobile:
11.	Year-wise financial turnover	2008-09 2009-10 2010-11

3) **Experience in same or similar projects completed**

S.No.	Name of the Department with address, Name of contact person and telephone numbers	Description of project	Responsibility or Role of the bidder in the project	Order Value (Rs)	Completion Date
1.					
2.					
3.					
4.					
5.					

(Please attach completion certificates from the concern department/company)



4) Details of ongoing similar projects with status

S.No.	Name of Department with address, Name of contact person and telephone numbers	Description of project	Responsibility or Role of the bidder in the project	Order Value (Rs)	Project Status
1.					
2.					
3.					
4.					

(Please attach client certificates)

5) Details of major projects only

S.No.	Name of Company/Firm	Brief Description of Projects	Order Value (in Rs)	Status

6) Support network:

Bidder to provide details of support offices in different cities with name of contact person, address, Telephone No., Fax No

Center(s)	Numbers	Location(s)
Head office		
Development Centers		
Support Centers		
Repair/Workshop Facility		

- 7) Proposed network (connectivity) architecture plan for the project (in detail)
- 8) The Tender fee amounting to Rs. 10,000/- (Rupees Ten Thousand only) has been deposited vide cash receipt no. _____ dated _____.
- 9) The rates quoted are valid up to _____. (Subject to a minimum of 180 days from the last date of bid submission). The validity can be extended with mutual agreement.
- 10) Following documents are attached towards the proof of earnest money deposited.

S.No.	Earnest Money Deposit through	Demand Draft/ BG Number	Dated	Drawn on Bank

- 11) We agree to abide by all the conditions mentioned in this Tender Notice issued by the Tendering Authority and also the further conditions of the said Tender



Notice given in the attached sheets (all the pages of which have been signed by us in token of acceptance of the terms mentioned therein).

12) Reproduced / re-word-processed formats or Bidder's own formats for the price quotations will disqualify the Bidder.

13) Tax Clearance Certificates:

S.No.	Type of Tax	Whether tax clearance certificate enclosed (Yes/No)	CA Certificate Number
1	MP-ST-TIN		
2	CST / VAT		

14) We accept payment modality as mentioned in the bid document.

Note: Remittance charge on payment made shall be borne by the Bidder.

15) Technical Bid from Chapter X – XX & Annexure X to XX duly filled and signed is enclosed with this Tender form along with Terms & Conditions in token of acceptance.

16) Financial Bid of this Tender Document is enclosed in a separate envelope duly signed and sealed.

17) PROPOSED DEPLOYMENT STRUCTURE: An organization chart indicating the project Team organization as envisaged by the bidder for execution of this assignment to be given in the technical bid.

18) DETAILED TIME SCHEDULE FOR VARIOUS ACTIVITIES: Time estimates required by the selected bidder to set up the facility at the project site, excluding the time required for approvals. Bidders are expected to be ready for a presentation at a short notice to this effect.

Tendering authority will further technically shortlist the bidders on the basis of the proposal documents and presentations and the decision of Tendering Authority will be final and will be binding to the bidders.

Dated:

Name of the Bidder:

Place:

Seal:

Note: Please add separate pages as Annexure, if required.

(To be mentioned on the cover as “Financial bid”)



Annexure-4
PREQUALIFICATION FORM

Bid No. IGR-1/2012

A. Particulars of the organization

1. Name of the organization: _____
2. Address: _____
3. Telephone No. (s): _____
4. Fax No. (s): _____
5. Legal status: _____
(Attach proof)
6. Ownership: _____

S. No.	Name of persons owning more than 5% stake in the organization	Nationality of the stake- holders	Details of restrictions, if any on transfer of stake

7. In case the organization is a public sector undertaking, indicate the percentage share of Govt. holding:
8. Annual Turnover for the last 3 financial years:

Sl. No.	Financial Year	Total Annual Turnover (in Rupees)	Desegregated Turnover from		
			System Integration	Other IT related services	Other Areas of Operation

Note: Please attach Audited Balance Sheets and Profit and Loss Statements during these 3 financial years, duly audited by Chartered Accountant/ Statutory Auditors.



B. Particulars of the Center/unit associated with this project

1. Names and Address of the Center/Unit associated with this project:

2. Address of the important offices

Address 1 :

Tel Nos. :

Fax Nos. :

Address 2 :

Tel Nos. :

Fax Nos. :

Address 3 :

Tel Nos. :

Fax Nos. :

3. Names, Designations, Addresses, Telephone and Fax No. Of offices, as well as residences of important persons dealing with the project

S.No.	Name, Designation and Address	Telephone and Fax No.		Extent of Responsibility in this Project
		Office	Residence	

4. Last 3 year's Annual Turnover of the Center/unit associated with the Project

S. No.	Financial Year	Annual Turnover	Financial value of the largest project handled during the year



C. Particulars of System Integration capabilities of organization and the center/unit dealing with this project.

S.No.	Names and Addresses of Centers/Units, independently engaged in System Integration work	Details of Quality Certification	Details of OEM's Certifications and Undertakings	
			Name of OEM	Certificate Details

Note: Please attach duly authenticated copies of the certification claimed about the center/unit dealing with this project.

D. Particulars of Authorization of the person signing these documents on behalf of the bidder.

1. Name, designation and address of the authorized person:
2. Name, designation and address of the person authorizing for signing the document:
3. Details of documents showing that the persons mentioned in entry D (2) above, is authorized to issue such a authority:
4. Type/form of the issued authority (Whether power of attorney/Authorization letter etc.):
5. Extent of liability covered under this Authority (Give exhaustive list of liabilities covered):

Note: Please enclose the original authorisation document

Date: _____

Place: _____

Name and Designation with Seal



Annexure-5
TECHNICAL BID COVERING LETTER

Bid No. IGR-1/2012

To,
The Inspector General of Registration and Superintendent of Stamps,
Panjiyan Bhawan,
Opposite Old Vidhan Sabha,
Malviya Nagar,
Bhopal, Madhya Pradesh-462003.

Sub/ Ref: Bid Providing turnkey solution towards Commissioning, Management & Maintenance of Data Center including Managed Wide Area Network with Supply & Installation of Servers, Desktop Systems and Peripherals for Implementation for Computerization of Registration and Stamps Department

Dear Sir,

Having examined the Bid document, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to provide the Professional services as required and outlined in the Bid for DRS, Government of Madhya Pradesh. To meet such requirements and provide such services as required are set out in the Bid document, we attach hereto the Bid technical response as required by the Bid document, which constitutes our proposal.

We undertake, if our proposal is accepted, we will obtain a performance security issued by a nationalized bank in India, acceptable to Competent Authority, for a sum equivalent to 20% of the total price as quoted in our commercial proposal for the due performance of the contract.

We agree for unconditional acceptance of all the terms and conditions set out in the Bid document and also agree to abide by this Bid response for a period of 180 days from the date fixed for Bid opening and it shall remain binding upon us with full force and virtue, until within this period a formal contract is prepared and executed, this Bid response, together with your written acceptance thereof in your notification of award, shall constitute a binding contract between us and Competent Authority.



We confirm that the information contained in this bid or any part thereof, including its exhibits, schedules, and other documents and instruments delivered or to be delivered to the Competent Authority is true, accurate, and complete. This proposal includes all information necessary to ensure that the statements therein do not in whole or in part mislead the Competent Authority as to any material fact.”

We agree that you are not bound to accept the lowest or any Bid response you may receive. We also agree that you reserve the right in absolute sense to reject all or any of the products/ service specified in the Bid response without assigning any reason whatsoever. It is hereby confirmed that I/We are entitled to act on behalf of our corporation/company/ firm/organization and empowered to sign this document as well as such other documents, which may be required in this connection.

The Technical Specifications are appended herewith.

Dated this Day of < >
(Signature)

(In the capacity of).....

Duly authorized to sign the Bid Response for and on behalf of:
(Name and Address of Company)

Seal/Stamp of bidder

Witness Signature:

Witness Name:

Witness Address:

CERTIFICATE AS TO AUTHORISED SIGNATORIES

I, certify that I am of the, and thatwho signed the above Bid is authorized to bind the corporation by authority of its governing body.

Date: _____

Place: _____

Name and Designation with Seal



Annexure-6
PERFORMANCE STATEMENT FORM

Bid No. IGR-1/2012

SUMMARY PROFILES OF PROJECTS COMPLETED DURING LAST THREE YEARS

S.No.	Name , Address , Telephone Number and Fax No. of the organisations	Description of System IntegrationPr oject	Value of Contract (in Rupees)	Period of execution	Remarks
1	2	3	4	5	6

The bidder will have to attach full details of computerization projects of value more than Rs.3 crores each for System Integration and maintenance thereof in India, as Annexure to this list. The bidder shall attach completion certificates for above-mentioned projects to substantiate the evidence of completion.

Date: _____

Place: _____

Name and Designation with Seal



Annexure-7
BID SECURITY FORM

Bid No. IGR-1/2012

PARTICULARS OF BID SECURITY

1. Name of the Bank
2. Name, Address, Tel. Nos. & Fax Nos. of Bank Branch Issuing the draft

3. Code No. of Bank Branch
4. Code No. of signatories of the security
5. Amount of Draft
6. Bank Draft No. and Date
7. Valid up to (give date)

Note: Demand Draft of Bid Security as per Clause 7.8.1 of Bid Document should be attached.

Date: _____

Place: _____

Name and Designation with Seal



Annexure-8
TECHNICAL DEVIATION FORM

Bid No. IGR-1/2012

TECHNICAL DEVIATIONS

Following are the technical deviations and variations from the requirements of Computerisation Project for the Department of Registration and Stamps, Madhya Pradesh. These deviations and variations are exhaustive. Except these deviations and variations, the entire work shall be executed as per bid document specifications.

Sr. No.	Clause No.	Page No.	Statement of Deviations and Variations	Reasons for change

Date: _____

Place: _____

Name and Designation with Seal



Annexure-9
TIME SCHEDULE FORM

Bid No. IGR-1/2012

TIME SCHEDULE FOR VARIOUS TASKS

S.NO	TASKS	TIME DURATION IN WEEKS	PROPOSED DATE OF COMPLETION (SPECIFY WEEKS AFTER THE DATE OF WORK ORDER) FROM---- TO---	REMARKS

Date: _____

Place: _____

Name and Designation with Seal



Annexure-10
COMMERCIAL BID COVERING LETTER

Bid No. IGR-1/2012

Date: _____

To,
The Inspector General of Registration and Superintendent of Stamps,
Panjiyan Bhawan,
Opposite Old Vidhan Sabha,
Malviya Nagar,
Bhopal, Madhya Pradesh-462003.

Sub/ Ref: Bid: Providing turnkey solution towards Commissioning, Management & Maintenance of Data Center including Managed Wide Area Network with Supply & Installation of Servers, Desktop Systems and Peripherals for Implementation for Computerization of Registration and Stamps Department

Dear Sir,

Having examined the Bid Document, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to implement the project Solution for DRS, Government of Madhya Pradesh. To meet such requirements and to provide services as set out in the Bid document following is our quotation summarizing our commercial proposal.

Total Cost of Solution in INR (as mentioned in Table-C of Annexure-11)
(In Figures) Rs.
(In Words) Rupees

We attach hereto the detailed commercial proposal breakup as per Annexure-11 as required by the Bid document, which constitutes our proposal. We undertake, if our proposal is accepted, we will obtain a performance security in the format given in the Bid document issued by a nationalized bank in India, acceptable to Competent Authority for a sum equivalent to 20% of the total price as quoted in our commercial proposal of the Bid document for the due performance of the contract.

We agree for unconditional acceptance of all the terms and conditions in the Bid document and also agree to abide by this Bid response for a period of 180 days from the



date fixed for Bid opening and it shall remain binding upon us, until within this period a formal contract is prepared and executed, this Bid response, together with your written acceptance thereof in your notification of award, shall constitute a binding contract between us.

We confirm that the information contained in this proposal or any part thereof, including its exhibits, schedules, and other documents and instruments delivered or to be delivered to the Competent Authority is true, accurate, and complete. This proposal includes all information necessary to ensure that the statements therein do not in whole or in part mislead the Competent Authority as to any material fact.”

We agree that you are not bound to accept the lowest or any Bid response you may receive. We also agree that you reserve the right in absolute sense to reject all or any if the products/ service specified in the Bid response without assigning any reason whatsoever.

We also agree that IGRS/ Competent Authority reserve the right to further negotiate the quoted prices with the successful Bidder.

We also agree that IGRS/ Competent Authority reserves the right to not to award the contract to the L1 bidder without assigning any reasons thereof.

It is hereby confirmed that I/We are entitled to act on behalf of our corporation/company/ firm/organization and empowered to sign this document as well as such other documents, which may be required in this connection.

Dated this Day of < >
(Signature)

(In the capacity of).....

Duly authorized to sign the Bid Response for and on behalf of:
(Name and Address of Company)

Seal/Stamp of bidder

Witness Signature:

Witness Name:

Witness Address:



CERTIFICATE AS TO AUTHORISED SIGNATORIES

I, certify that I am of the, and thatwho signed the above Bid is authorized to bind the corporation by authority of its governing body.

Date: _____

Place: _____

Name and Designation with Seal



Annexure-11

COMMERCIAL BID – Item Wise Price Schedule

A. Commercial Bid for supply, installation, commissioning and integration of components at all the project locations

S.No.	Equipments	Qty	Specifications as per Chapter	Base Unit Cost in INR inclusive of packaging, transportation and warranty (for entire project period) [B]	Total Base Cost in INR [C=AxB]	CST/ VAT in Percentage	CST/ VAT in INR [D]	Total Cost in INR [E=C+D]
1.	Database Server	2	Item No. 1					
2.	Application Server	2						
3.	Web Server	2						
4.	DMS Server	2						
5.	Image Superimposing Application Server	2						
6.	Directory Servers	2						
7.	Mail Server	2						
8.	Enterprise Management Server (EMS)	5						
9.	EMS Software	1						



10.	Host Intrusion Prevention System (HIPS)	21						
11.	Backup Server	1						
12.	FC Tape Library & Backup Software	1						
13.	Storage Area Network (SAN)	1						
14.	IVRS System	1						
15.	KVM Switch with Console Terminal	2						
16.	Application Load Balancer	2						
17.	Link Load Balancer	2						
18.	Internet Router	2						
19.	Firewall with IPS (External)	2						
20.	WAN Router	2						
21.	Core Switch	2						
22.	Switch-L3 Type	6						
23.	Rack 36 U	4						
24.	Optical Water Mark Engine with Software	2						
25.	UPS 20 KVA Online (2+2)	4						
26.	DG Set 60KVA	1						
27.	Desktop Computer	400						
28.	Laser Printer – T1	55						
29.	Laser Printer – T2	270						
30.	Scanner – T1	53						
31.	Scanner – T2	276						
32.	Web Camera	400						



33.	Biometric Device/ Fingerprint Reader	350						
34.	Electronic Writing Pad	350						
35.	UPS 1 KVA Online	400						
36.	WAN Router (Remote Locations)	350						
37.	Switch	350						
38.	Patch Panel (with CAT6 cable)	226						
39.	I/O	700						
40.	Wall Mountable Rack	350						
41.	Patch Cord	700						
42.	<u>Appliance Based Hardware Security Module (HSM)</u>	02						
Total of A (In Figures)								
Total of A (In Words)								

B. Commercial Bid for Operations & Maintenance/ FMS of the entire project for a period of 5 Years

S.No.	Item Description	Unit Cost in INR (including all taxes & levies)
1	Total cost for Operations and Maintenance/ FMS of the entire project for a period of 5 Years	
Total cost of B (In Figures) – Rs.		
Total cost of B (In Words) – Rupees		



C. Commercial Bid – Summary

S.No.	Item Description	Unit Cost in INR (including all taxes & levies)
1	Total Cost – A	
2	Total Cost – B	
Grand Total (In Figures) – Rs.		
Grand Total (In Words) – Rupees		

**D. Commercial Bid for Operations & Maintenance/ FMS and AMC of the entire project for a period of 3 Years on a per Year basis
(after the completion of 5 Years)**

S.No.	Item Description	Unit Cost in INR per Year (including all taxes & levies)
1	Total cost for Operations and Maintenance/ FMS of the entire project for a period of 3 Years on a per Year basis	
Total cost of D (In Figures) – Rs.		
Total cost of D (In Words) – Rupees		

Note: The price mentioned in Table-D shall not be used for the purpose of Financial Bid Evaluation i.e. for the evaluation of Lowest-1 (L1) Bidder.





Annexure-12
COMMERCIAL DEVIATION FORM

Bid No. IGR-1/2012

COMMERCIAL DEVIATIONS

Following are the commercial deviations and variations from the requirements of Computerisation Project for the Department of Registration and Stamps, Madhya Pradesh. These deviations and variations are exhaustive. Except these deviations and variations, the entire work shall be executed as per bid document specifications.

Sr. No.	Clause No.	Page No.	Statement of Deviations and Variations	Financial Effects in Rs.

Date: _____

Place: _____

Name and Designation with Seal



Annexure-13
Details of Components Offered

Bid No. IGR-1/2012

S.No	Equipments	UOM	Quantity	Make	Model
1	Database Server	Nos	2		
2	Application Server	Nos	2		
3	Web Server	Nos	2		
4	DMS Server	Nos	2		
5	Image Superimposing Application Server	Nos	2		
6	Directory Servers	Nos	2		
7	Mail Server	Nos	2		
8	Enterprise Management Server (EMS)	Nos	5		
9	EMS Software	Nos	1		
10	Host Intrusion Prevention System (HIPS)	Nos	21		
11	Backup Server	Nos	1		
12	FC Tape Library & Backup Software	Nos	1		
13	Storage Area Network (SAN)	Nos	1		
14	IVRS System	Nos	1		
15	KVM Switch with Console Terminal	Nos	2		
16	Application Load Balancer	Nos	2		
17	Link Load Balancer	Nos	2		
18	Internet Router	Nos	2		
19	Firewall with IPS (External)	Nos	2		
20	WAN Router	Nos	2		
21	Core Switch	Nos	2		
22	Switch-L3 Type	Nos	6		
23	Rack 36 U	Nos	4		
24	Optical Water Mark Engine with Software	Nos	2		
25	UPS 20 KVA Online (2 + 2)	Nos	4		
26	DG Set 60KVA	Nos	1		
27	Desktop Computer	Nos	400		
28	Laser Printer – T1	Nos	55		
29	Laser Printer - T2	Nos	270		
30	Scanner Type 1	Nos	53		
31	Scanner Type 2	Nos	276		
32	Web Camera	Nos	400		
33	Biometric Device/ Finger Print Reader	Nos	350		



34	Electronic Writing Pads	Nos	350		
35	UPS 1 KVA Online	Nos	400		
36	WAN Router (Remote Locations)	Nos	350		
37	Switch	Nos	350		
38	Patch Panel (with CAT 6 Cable)	Nos	226		
39	I/O		700		
40	Wall Mountable Rack	Nos	350		
41	Patch Cord	Nos	700		
42	<u>Appliance Based Hardware Security Module (HSM)</u>	Nos	02		

Note:

Bidder is requested to specify the details of make and model offered including the Hardware and Software details.

Date: _____

Place: _____

Name and Designation with Seal



Annexure-14

Format for Furnishing the Roles & Responsibilities in case of consortium

Bid No. IGR-1/2012

	Roles and Responsibilities		
	Lead Bidder	Consortium Partner 1	Consortium Partner 2
Part / Activities (As per Scope of Work in Section IV)			
Project Part 1			
Activity 1			
Activity 2			
Etc....			
Project Part 2			
Activity 1			
Activity 2			
Etc....			
Project Part 3			
Activity 1			
Activity 2			
Etc....			
Project Part 4			
Activity 1			
Activity 2			
Etc....			

Date: _____

Place: _____

Name and Designation with Seal



Annexure-15
Format for List of Computer Professionals

Bid No. IGR-1/2012

Name	Designation	Roles & Responsibilities	Exp. (in yrs)

Note: In case of consortium list of professionals should be of prime bidder only.

Date: _____

Place: _____

Name and Designation with Seal



Annexure-16
BIDDER'S AUTHORIZATION CERTIFICATE

Bid No. IGR-1/2012

To,
The Inspector General (IG),
Dept. of Registration and Stamps,
Govt. of MP, Bhopal.

<Bidder's Name> _____,
<Designation> _____ is hereby authorized to sign relevant documents
on behalf of the company/firm in dealing with Bid of reference <Bidder Name, Dept &
Date> _____. He is also authorized to attend meetings & submit
technical & commercial information as may be required by you in the course of
processing the above said Bid.

Thanking you,

Authorized Signatory

<Bidder's Name>

Seal



Annexure-17
SELF-DECLARATION

Bid No. IGR-1/2012

Ref: _____

Date:

To,
The Inspector General (IG),
Dept. of Registration and Stamps,
Govt. of MP, Bhopal.

In response to the Tender _____ dated
_____ for running the project, as a owner/partner/Director of
_____/ We hereby declare that our
Company/firm _____ is having unblemished past record and was not
declared ineligible for corrupt & fraudulent practices either indefinitely or for a
particular period of time.

Name of the Bidder: -

Signature: -

Seal of the Organization: -



Annexure-18

CERTIFICATE OF CONFORMITY

Bid No. IGR-1/2012

Date: _____

To,
The Inspector General (IG),
Dept. of Registration and Stamps,
Govt. of MP, Bhopal.

CERTIFICATE

This is to certify that, the specifications of Hardware and Software which I have mentioned in the Technical bid, and which I shall supply if I am awarded with the work, are in conformity with the specifications in the Tender document. I also certify that the price I have quoted is inclusive of all the cost factors involved in the execution of the project, to meet the desired Standards set out in the Tender Document.

Name:

Designation:

Seal:



Annexure-19

MANUFACTURER'S AUTHORIZATION FORM

Bid No. IGR-1/2012

Date: _____

To,
The Inspector General (IG),
Dept. of Registration and Stamps,
Govt. of MP, Bhopal.

Sir,

We _____, (name and address of the manufacturer) who are established and reputed manufacturers/ OEMs having factories at _____ (addresses of manufacturing locations) do hereby authorize M/s _____ (name and address of the bidder) to bid, negotiate and conclude the contract with you against the tender (Tender No..... Dated) for the following equipments and/ or software manufactured by us:

(Each OEM will put their product name & model as quoted in the bid.)

1. _____
2. _____

We undertake that the offered equipments and its higher version are not likely to be declared end of sale with in next three Years and end of support with in next 6 years from the date of Submission of bid.

We undertake that offered equipments and/ or software by bidder for back to back service, support, spares, updates and patches for the entire period of contract as mentioned in the RFP document.

We also declare/ certify that we are a profit making company in the last three financial years and are not involved in piracy/ non-performance of any kind.

Yours faithfully,

For and on behalf of M/s _____ (Name of the manufacturer)

Seal & Signature

Name

Designation

Address

Date



Annexure-20
Components Offered - BOM

Bid No. IGR-1/2012

Date: _____

Please fill the following BOM for all components offered.

S.No.	Product (with details about brand, make and model)	Detailed Specification Reference**	OEM (Name and Address)
1.			
2.			
3.			

** Please attach detailed specifications and provide reference number in this column.

Name of the Bidder: -

Signature: -

Seal of the Organization: -



Annexure-21
Manpower Qualification Details

Bid No. IGR-1/2012

Date: _____

The selected bidder shall provide the minimum following manpower for the entire life cycle of the project. The selected bidder, if required, with prior permission from the tendering authority, may deploy additional manpower for smoother functioning of the project and at no extra cost.

S.No.	Manpower Type	Location	Minimum Manpower	Service Window
1	Project Manager	HQ – Bhopal	1	9 x 6
2	Helpdesk Co-ordinator	HQ – Bhopal	1	12 x 6
3	System & Network Administrator	HQ – Bhopal	1	9 x 7
4	Security Specialist	HQ – Bhopal	1	9 x 6
5	Oracle Database Administrator (OCP)	HQ – Bhopal	1	9 x 6
6	Technical Field Staff – 1	HQ – Bhopal	1	12 x 7
7	Technical Field Staff – 2	Divisional & Circle officers	10	12 x 6

S.No.	Manpower Type	Desirable Qualifications/ Experience
1	Project Manager	<ul style="list-style-type: none">• Post-Graduate Level of education in related fields of social sciences, environmental engineering, economics and/or planning (education and/or experience on sustainable development/ platform is an asset)• Minimum 5 years of proven professional experience as Project Manager/Project Leader in the management of state level government/ corporate projects in similar fields• Experience in project administration, coordinating, planning, execution, monitoring and reporting• Good understanding of Project Life Cycle & Management• Full computer literacy and excellent fluency in



		English language
2	Helpdesk Co-ordinator	<ul style="list-style-type: none"> • BE (CS) / MCA / M.Sc. (IT/CS) • Overall experience of 2-3 year of Helpdesk Management • Full computer literacy and excellent fluency in English language
3	System & Network Administrator	<ul style="list-style-type: none"> • B. Tech or BE (CS) / MCA / M.Sc. (IT/CS) • OEM Certified • Overall experience of 2-3 year of systems and network administration in large projects • Expert in Network Administration - LAN, MAN & WAN. • Full computer literacy and excellent fluency in English language
4	Security Specialist	<ul style="list-style-type: none"> • B. Tech or BE (CS) / MCA / M.Sc. (IT/CS) and ISMS ISO 27001 or equivalent Certification • Overall experience of 2-3 year of implementing security policy, reviewing, auditing. • Expert in Network Administration - LAN, MAN & WAN. • Must have successfully completed ISMS ISO 27001 training course. • Full computer literacy and excellent fluency in English language
5	Oracle Database Administrator (OCP)	<ul style="list-style-type: none"> • Preferably a B.Tech/ BE/ MCA/ M.Sc. in the filed of Computer Science/ Information Technology • Must be certified as an Oracle DBA (10g) • Minimum 2-3 years of proven professional experience as DBA with any state level government/ corporate projects • Good understanding of Project Life Cycle & Management • Full computer literacy and excellent fluency in English language
6	Technical Field Staff – 1	<ul style="list-style-type: none"> • BE (CS) / MCA / M.Sc. (IT/CS) • Overall experience of 2-3 year of LAN/ WAN/ PC Troubleshooting/ support • Full computer literacy and excellent fluency in English language
7	Technical Field Staff – 2	<ul style="list-style-type: none"> • BE (CS) / MCA / M.Sc. (IT/CS)/ PGDCA



		<ul style="list-style-type: none">• Overall experience of 1-2 year of LAN/ WAN/ PC Troubleshooting/ support• Full computer literacy and excellent fluency in English language
--	--	--

Name of the Bidder: -

Signature: -

Seal of the Organization: -



Annexure-22

LETTER OF UNDERTAKING/DECLARATION

Inspector General of Registration & Superintendent of Stamps

(ON THE LETTER HEAD OF THE BIDDER)

Bid No. IGR-1/2012

Date: _____

LETTER OF UNDERTAKING/ DECLARATION

We, M/s hereinafter called as "Bidder" complete address -----

-----hereby declare in favor of the IGRS, Government of MP, hereinafter called as the "Tendering Authority" and agree to abide by the following:

1. We are attaching Company/firm Constitution details.
2. Certificate of satisfactory such said services performance deployed has been enclosed.
3. We have manpower employed with the organization which has undertaken similar type of Project. The manpower details are as given below:

S. No	Place (Name and address)	(Pl enclose list with Name, Designation, Qualification, working since, and place of posting.)			
1		M.E. / M.Tech.	B.E./B.Tech/M.C.A	Diploma	Others
2					

4. The annual turnover of our company/firm is as given below:

Particulars	2008-2009	2009-2010	2010-2011
Turnover of the firm for India (Rs. crores)			

5. We will ensure that required uptime as mentioned in this document at respective locations, calculated on a monthly basis is achieved for the implemented/ commissioned Project.
6. We shall give benefit of any price reduction found by the time of placing the supply order.



7. We agree to accept partial order if it is placed.

The above document is executed on / /2011 at place)_____and we accept that if anything out of the above information is found wrong, our Bid shall be liable for rejection.

Name of the Bidder: -

Signature: -

Seal of the Organization: -



Annexure-23
CALL LOGGING TEMPLATE

Bid No. IGR-1/2012

Date: _____

S.No	Location	Contact Person	Phone Number	Call Received by	Problem Reported	Call Logging Date	Call Logging time	Call Responded Date	Call Closed Date	Call Closed time	Response time (Hrs)	Resolution time (Hrs)	Status	Remarks
1														
2														



Annexure-24
SWAN PoP Location and Implementation Status

Sr.no.	Tier 2 (CHQ)	Tier 3 (DHQ)	Tier 4 (BHQ)	Status
1	BHOPAL			Commissioned
2	BHOPAL	04 Sehore		Commissioned
3	BHOPAL	09 Raisen		Commissioned
4	BHOPAL		10 Sanchi	Commissioned
5	BHOPAL		12 Udaypura	Commissioned
6	BHOPAL		14 Obaidullaganj	Commissioned
7	BHOPAL		16 Goharganj	Commissioned
8	BHOPAL		17 Begamganj	Commissioned
9	BHOPAL		18 Bareli	Commissioned
10	BHOPAL	19 Rajgarh		Commissioned
11	BHOPAL		20 Biora	Commissioned
12	BHOPAL		21 Narsinagarh	Commissioned
13	BHOPAL		22 Khilchipur	Commissioned
14	BHOPAL		23 Jirapur	Commissioned
15	BHOPAL		24 Sarangpur	Commissioned
16	BHOPAL	25 Vidisha		Commissioned
17	BHOPAL		26 Basoda	Commissioned
18	BHOPAL		27 Kurwai	Commissioned
19	BHOPAL		28 Sironj	Commissioned
20	BHOPAL		29 Lateri	Commissioned
21	BHOPAL		31 Gyaraspur	Commissioned
22	BHOPAL	32 Betul		Commissioned
23	BHOPAL		33 Ghoradongri	Commissioned



24	BHOPAL		34 Chicholi	Commissioned
25	BHOPAL		35 Shahpur	Commissioned
26	BHOPAL		36 Bhainsdehi	Commissioned
27	BHOPAL		37 Bhimpur	Commissioned
28	BHOPAL		39 Multai	Commissioned
29	42 Indore			Commissioned
30	Indore		43 Mhow	Commissioned
31	Indore		44 Sanwer	Commissioned
32	Indore		45 Depalpur	Commissioned
33	Indore	46 Khandwa		Commissioned
34	Indore		47 Chhaigoan	Commissioned
35	Indore		48 Punasa	Commissioned
36	Indore		49 Pandhana	Commissioned
37	Indore		50 Chhanera	Commissioned
38	Indore		51 Khalwa	Commissioned
39	Indore	53 Dhar		Commissioned
40	Indore	66 Jhabua		Commissioned
41	Indore	78 Khargone		Commissioned
42	Indore	88 Badwani		Commissioned
43	Indore	95 Burhanpur		Commissioned
44	98 Gwalior			Commissioned
45	Gwalior		100 Ghatigoan	Commissioned
46	Gwalior		101 Dabra	Commissioned
47	Gwalior		102 Bhitwar	Commissioned
48	Gwalior	103 Shivpuri		Commissioned
49	Gwalior		104 Kareira	Commissioned
50	Gwalior		105 Kolaras	Commissioned



51	Gwalior		106 Pohari	Commissioned
52	Gwalior		108 Narwar	Commissioned
53	Gwalior		109 Khaniyadhana	Commissioned
54	Gwalior		110 Badarwas	Commissioned
55	Gwalior	111 Guna		Commissioned
56	Gwalior		112 Bamori	Commissioned
57	Gwalior		113 Arone	Commissioned
58	Gwalior		114 Radhogarh	Commissioned
59	Gwalior		115 Chachora	Commissioned
60	Gwalior		116 Kumbhraj	Commissioned
61	Gwalior	117 Ashoknagar		Commissioned
62	Gwalior	121 Datia		Commissioned
63	Gwalior		122 Seoda	Commissioned
64	Gwalior		123 Bhandar	Commissioned
65	Gwalior	124 Morena		Commissioned
66	Gwalior	131 Bhind		Commissioned
67	141 Ujjain			Commissioned
68	Ujjain		143 Badnagar	Commissioned
69	Ujjain	148 Ratlam		Commissioned
70	Ujjain		149 Sailana	Commissioned
71	Ujjain		150 Jawra	Commissioned
72	Ujjain		151 A lot	Commissioned
73	Ujjain		152 Piploda	Commissioned
74	Ujjain	154 Neemach		Commissioned
75	Ujjain		155 Manasa	Commissioned
76	Ujjain		156 Jawad	Commissioned



77	Ujjain	157 Dewas		Commissioned
78	Ujjain		159 Bagli	Commissioned
79	Ujjain		161 Tonkkhurd	Commissioned
80	Ujjain	163 Shajapur		Commissioned
81	Ujjain	172 Mandsour		Commissioned
82	Ujjain		173 Garoth	Commissioned
83	Ujjain		174 Malhargarh	Commissioned
84	Ujjain		175 Sitamhow	Commissioned
85	Ujjain		177 Bhanpura	Commissioned
86	178 Sagar			Commissioned
87	Sagar		181 Rahali	Commissioned
88	Sagar		185 Banda	Commissioned
89	Sagar		186 Shahagarh	Commissioned
90	Sagar		187 Khurai	Commissioned
91	Sagar		188 Malthon	Commissioned
92	Sagar	190 Damoh		Commissioned
93	Sagar	197 Panna		Commissioned
94	Sagar	202 Chhatarpur		Commissioned
95	Sagar	210 Tikamgarh		Commissioned
96	216 Jabalpur			Commissioned
97	Jabalpur		218 Kundam	Commissioned
98	Jabalpur		220 Sehora	Commissioned
99	Jabalpur		221 Mazoli	Commissioned
100	Jabalpur		222 Patan	Commissioned
101	Jabalpur		223 Shahpura	Commissioned
102	Jabalpur	224 Chhindwara		Commissioned
103	Jabalpur		225 Amarwara	Commissioned



104	Jabalpur		227 Mohkheda	Commissioned
105	Jabalpur		228 Junardev	Commissioned
106	Jabalpur		229 Saunser	Commissioned
107	Jabalpur		230 Pandhurna	Commissioned
108	Jabalpur		231 Bichhua	Commissioned
109	Jabalpur		232 Tamiya	Commissioned
110	Jabalpur	235 Dindori		Commissioned
111	Jabalpur	242 Balaghat		Commissioned
112	Jabalpur	252 Mandla		Commissioned
113	Jabalpur	261 Seoni		Commissioned
114	Jabalpur		262 Barghat	Commissioned
115	Jabalpur		263 Kewlari	Commissioned
116	Jabalpur		264 Lakhnadone	Commissioned
117	Jabalpur		265 Chhapara	Commissioned
118	Jabalpur		266 Ghansour	Commissioned
119	Jabalpur		267 Dhanora	Commissioned
120	Jabalpur		268 Kurai	Commissioned
121	Jabalpur	269 Katni		Commissioned
122	Jabalpur		270 Bahoriband	Commissioned
123	Jabalpur		271 Reethi	Commissioned
124	Jabalpur		272 Vijayraghvarh	Commissioned
125	Jabalpur	276 Narsinghpur		Commissioned
126	284Hoshangabad			Commissioned
127	Hoshangabad		285 Pipariya	Commissioned
128	Hoshangabad		286 Seoni	Commissioned
129	Hoshangabad		288 Itarsi	Commissioned



130	Hoshangabad		289 Kesla	Commissioned
131	Hoshangabad		290 Bankhedi	Commissioned
132	Hoshangabad		291 Babai	Commissioned
133	Hoshangabad	292 Harda		Commissioned
134	Hoshangabad		293 Timarni	Commissioned
135	Hoshangabad		294 Khirkiya	Commissioned
136	295 Rewa			Commissioned
137	Rewa		296 Raipur(Korch)	Commissioned
138	Rewa		297 Gud	Commissioned
139	Rewa		298 Mauganj	Commissioned
140	Rewa		301 Tyonthar	Commissioned
141	Rewa		302 Java	Commissioned
142	Rewa		303 Sirmor	Commissioned
143	Rewa		304 Gangev	Commissioned
144	Rewa	305 Umaria		Commissioned
145	Rewa	309 Sidhi ,		Commissioned
146	Rewa	320 Satna,		Commissioned
147	Rewa	329 Anuppur		Commissioned
148	Rewa		330 Kotama	Commissioned
149	Rewa		331 Pushprajgarh	Commissioned
150	Rewa		332 Jaithari	Commissioned
151	Rewa	333 Shahdol		Commissioned
152	Rewa		335 Jetpur	Commissioned
153	Rewa		337 Beohari	Commissioned
154	Rewa		338 Jaisingnagar	Commissioned
155	Rewa		339 Budar	Commissioned