

**Office of Inspector General of Registration & Superintendent of Stamps, Madhya Pradesh**  
**(Panjiyan Bhawan, opposite Old Vidhan Sabha, Bhopal-462003)**

Tender Ref. No. IGR 1/2014

Sub: Corrigendum for the tender IGR 1/2014

Department of Registration and Stamps had floated a tender no. IGR 1/2014 for Appointment of agency for Supply of Skilled manpower on 30-09-2014. The Pre Bid meeting was held on 17-10-2014 at Panjiyan Bhawan, Opposite Old Vidhan Sabha Bhopal. As per the prescribed schedule, the Corrigendum & Pre-Bid query response is issued & can be seen and downloaded from department's website [www.igrs.mp.gov.in](http://www.igrs.mp.gov.in).

**(Dipali Rastogi)**  
IG Registration,  
Madhya Pradesh

No. /Computer/2014

Bhopal, Date: 21-10-2014

**CORRIGENDUM - I**  
**(REVISIONS IN RFP DOCUMENT)**



**GOVERNMENT OF MADHYA PRADESH**  
**INSPECTOR GENERAL OF REGISTRATION AND SUPERINTENDENT OF STAMPS**

Panjiyan Bhawan  
Opposite Old Vidhan Sabha  
Malviya Nagar  
Bhopal - 462003 (MP)

**BID NO. IGR- 1/2014**

**APPOINTMENT OF AGENCY FOR SUPPLY OF SKILLED MANPOWER FOR  
INSPECTOR GENERAL OF REGISTRATION AND STAMPS**

**REVISIONS IN RFP DOCUMENT**

<b>Sr. No.</b>	<b>RFP Page No.</b>	<b>RFP Clause No.</b>	<b>Original Clause</b>	<b>Revised Clause/Amendment</b>
1	5	Notice Inviting Tender (NIT)	The last date and time for submission of bid is 27/10/2014 (Monday) 3:00 PM IST	The last date and time for submission of bid is 10/11/2014 (Wednesday) 2:00 PM IST
2	6	Important Dates	Last Date and time for submission of Bids 27/10/2014 (Monday) till 2:00 PM IST	Last Date and time for submission of Bids 10/11/2014 (Wednesday) till 2:00 PM IST
3	6	Important Dates	Technical Bid opening- 27/10/2014 (Monday) at 3:00 PM IST	Technical Bid opening- 10/11/2014 (Wednesday) at 3:00 PM IST
4	13	Section 3 (Scope of Work) 3. Training of Manpower.	The SP shall have to get the entire training plan approved by the department before beginning the training.	The SP shall have to get the entire training plan approved by the department and provide the list of resources along with their qualification in the training plan. SP should ensure that at least 2 days training is provided to each resource.
5	14	Section 3 (Scope of Work) 3. Training of Manpower.	The successful bidder shall be required to replace these operators immediately and train the new operators at his own expense.	The successful bidder shall be required to replace these operators with trained operators within 3 days of such intimation by the department.

Sr. No.	RFP Page No.	RFP Clause No.	Original Clause	Revised Clause/Amendment
6	14	Section 3 (Scope of Work) 5.	<p>5. Providing alternative internet connectivity in case of downtime of SWAN to ensure Compliance of SLAs. The SP shall be expected to provide 99.99% of time of connectivity.</p> <p>The Department has already provisioned for SWAN. In case SWAN connectivity drops, the Bidder has to ensure the speed of 1 Mbps at the project locations. In that case bidder will have to provision for alternative connectivity from ISPs so that SLA is strictly adhered To. Downtime or failure of SWAN shall not be a valid reason for deviation from SLA and any kind of exemption from penalties based on SLA</p>	<p>The clause has been removed; the bidders are not required to provide alternative connectivity at the Project locations.</p>
7	14	Section 3 (Scope of Work) 7. Supply of Original toner	<p>Additional point in scope of work for "Supply of Original Toner for the printers installed at project locations"</p>	<p>7. The selected bidder shall be required to provide original toner for all the printers (HP LJP 3015 DN Quantity - 161) installed in the office of Sub registrar at the locations mentioned in Annexure D. If any project locations are increased for the supply of Manpower, original toner is to be supplied at those locations also as and when required.</p> <p>Whenever a printer is refilled the activity is to be</p>

Sr. No.	RFP Page No.	RFP Clause No.	Original Clause	Revised Clause/Amendment																				
				<p>carried out in presence of Officer In charge or a person designated by him.</p> <p>If it is found that duplicate toner has been used in the printer, selected bidder would be required to to pay a penalty of Rs. 70,000 per printer on which duplicate toner has been provided.</p>																				
8	19	Section 17 (Time Schedule)	<table border="1"> <thead> <tr> <th>Activity</th> <th>Duration</th> </tr> </thead> <tbody> <tr> <td>Signing of agreement</td> <td>T</td> </tr> <tr> <td>Placing of the Data entry operator cum back office executive at Sub Registrar office and Approval of training plan</td> <td>T+30</td> </tr> <tr> <td>Induction and training</td> <td>T+35</td> </tr> <tr> <td>Start of Work by maker on E Panjiyan</td> <td>T+45</td> </tr> </tbody> </table>	Activity	Duration	Signing of agreement	T	Placing of the Data entry operator cum back office executive at Sub Registrar office and Approval of training plan	T+30	Induction and training	T+35	Start of Work by maker on E Panjiyan	T+45	<table border="1"> <thead> <tr> <th>Activity</th> <th>Duration</th> </tr> </thead> <tbody> <tr> <td>Signing of agreement</td> <td>T</td> </tr> <tr> <td>Approval of Training plan</td> <td>T+40</td> </tr> <tr> <td>Completion of Induction and training</td> <td>T+55</td> </tr> <tr> <td>Start of Work by maker on E Panjiyan</td> <td>T+60</td> </tr> </tbody> </table>	Activity	Duration	Signing of agreement	T	Approval of Training plan	T+40	Completion of Induction and training	T+55	Start of Work by maker on E Panjiyan	T+60
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9	20	Section 19 (General Instruction)	Additional point in General Instructions	10. The bidder has to ensure compliance of applicable laws of land of the Central and State Government.																				

Sr. No.	RFP Page No.	RFP Clause No.	Original Clause	Revised Clause/Amendment
10	27-28	Section 28 (Service level Agreement) and Penalty, section 2.2	<p>After registration at checker end and having received registered document for taking printout, on his dashboard the Maker shall be responsible for taking signature of Sub Registrar on the document, taking the receipt of the party, by e-pen ensuring the delivery of the registered document to the concerned party without delay and updating the status of the document to delivered. The time period for each such transaction will be 15 minutes. In case of delay, the bidder will be penalized at the rate of 5% per transaction value (document) quoted by him for every five minutes. However should the delay be more than 15 minutes from the scheduled 15 minutes, no payment shall be given to the bidder for that transaction.</p> <p>The amount of penalty will be adjusted against the amount payable to the bidder per month and the net amount will be paid to the bidder. The entire tracking of delay shall be monitored by e-panjiyan application software (developed by Wipro). Period of registration process shall be captured from the time of completion of the previous process (provided there is a pending process in queue) and the delay shall be captured And monitored accordingly. The software would have the facility to monitor this logic and no other reporting process shall be taken into account for calculating the payment due. It is reiterated that downtime of SWAN shall not be considered a valid reason for Condoning delay and non-adherence to SLA.</p>	<p>After registration at checker end and having received registered document for taking Print out, the Maker shall be responsible for taking signature of Sub Registrar on the printed document, taking the receipt of the party by e-pen and ensuring the delivery of the registered document to the concerned party without delay and updating the status of the document to “delivered”.</p> <p>The application will monitor the time taken to deliver the document once the printed document is signed by electronic pen at SR’s end. The bidder has to ensure that once the document is signed by the SR the same is delivered to the party and delivery status is updated within 15 minutes of the document getting signed by SR. In case of delay beyond 15 minutes, the bidder will be penalized at the rate of 5% per transaction value (document) quoted by him for every five minutes. However should the delay be more than 15 minutes from the scheduled 15 minutes, no payment shall be given to the bidder for that transaction.</p> <p>The amount of penalty will be adjusted against the amount payable to the bidder per month and the net amount will be paid to the bidder. The entire tracking of delay shall be monitored by e-panjiyan application software (developed by Wipro). The software would have the facility to monitor this logic and no other reporting process shall be taken into account for calculating the payment due.</p>