



Bureau of Energy Efficiency

Implementation of QR Code for the appliances & Maintenance, Design & Upgradation of web portal & app under Standards & Labeling (S&L) Programme

Request for Proposal

Last Date of Submission: 05/04/2019

Bureau of Energy Efficiency
Ministry of Power, Government of India,
4th Floor Sewa Bhawan, R. K. Puram,
New Delhi - 110066

Contents

Critical Information	- 3 -
Section 1: Letter of Invitation.....	- 4 -
Section 2: Overview of Bureau of Energy Efficiency (BEE) & its Standards & Labeling(S&L) Programme .	- 5 -
2.1 About BEE.....	- 5 -
2.2 Organization	- 6 -
2.3 Functions of BEE	- 6 -
2.4 The Energy Conservation Act, 2001	- 7 -
2.5 Standards and Labeling Scheme.....	- 8 -
2.6 Objective of implementation of QR Code	- 8 -
2.7 Background.....	- 9 -
Section 3: Terms of Reference	- 12 -
3.1 Review /Maintenance/Enhancements in the current running S&L Web Application	- 12 -
3.3 Proposed Implementation of QR Code in the Web Portal & Mobile Application.....	- 14 -
3.4 Proposed Enhancements in S&L Portal & Mobile Application.....	- 15 -
3.5 Proposed Enhancements in S&L Mobile Application	- 18 -
Section 4 : Pre-Qualifying Criteria:.....	- 20 -
Section 5 : Technical Bid Requirement.....	- 23 -
Section 6 : Financial Bid Requirement.....	- 23 -
Section 7 : General Terms and Conditions	- 24 -
Section 8 : Bid Submission.....	- 29 -
Section 9 : Bid Evaluation Process and Criteria	- 31 -
9.1 Evaluation Methodology	- 31 -
9.2 Evaluation of Technical Bids.....	- 32 -
9.3 Final Evaluation	- 34 -
Section 10 : Terms of Payment.....	- 35 -
Annexure I	- 36 -
Annexure II	- 38 -
Annexure II A	- 39 -
Annexure II B	- 41 -
Annexure II-C.....	- 42 -
Annexure II-D.....	- 44 -
Annexure II-E	- 44 -
Annexure III	- 45 -



Annexure IV - 46 -
Annexure IV A..... - 47 -
Annexure V - 49 -

Critical Information

1	Availability of Request for Proposal Document	05/04/2019
2	Date & Time for Pre-bid Meeting	22/03/2019 at BEE Office at 15:00 hours
3	Last date for submission for Bid-queries	26/03/2019
4	Venue for Pre-Bid Meeting	Conference Hall, Bureau of Energy Efficiency West Block, R K Puram New Delhi – 110066 Tel No.: -91-11-26194770
5	E-mail address for queries	spandita@beenet.in sanjay.chhettri@beenet.in
6	Last date & Place for Submission of Proposal	05/04/2019 by 1500 hours Secretary Bureau of Energy Efficiency 4th floor, Sewa Bhawan, R K Puram New Delhi – 110066 Tel No.: -91-11-26766700
7	Date of Opening of Financial Proposal for qualified Bidders	This will be intimated to successful bidders 5 days prior to opening.
8	Contact Person for Clarification	1. Mr. Sameer Pandita, Director, Bureau of Energy Efficiency 4th floor, Sewa Bhawan, R K Puram New Delhi – 110066 Tel No.: -91-11-26766742 Email: spandita@beenet.in 2. Mr Sanjay Chhettri, Project Engineer, Bureau of Energy Efficiency 4th floor, Sewa Bhawan, R K Puram New Delhi – 110066 Tel No.: -91-11-26766761 Email: sanjay.chhettri@beenet.in

Section 1: Letter of Invitation

Bureau of Energy Efficiency, a statutory body under Ministry of Power, Government of India, has been using online management system for its Standard and Labeling (S&L) Programme involving online receipt of applications for company and appliance registrations, receipt of labeling fee, Generation of sampling plan for check testing etc. At the moment BEE is maintaining iOS and Android based mobile applications. BEE now intends to deploy a QR Code based eco system under its existing S&L programme with the view of empowering the consumer to verify particulars mentioned on a Star Label, with the registered appliance database available with it, using a smart phone-based application or SMS. Reputed agencies with capability and experience of developing such ecosystems for implementing QR Codes and maintaining online portals and databases for Central and State Governments are invited to submit bids as per the objectives and terms of reference mentioned in this document.

-Secretary, BEE

Section 2: Overview of Bureau of Energy Efficiency (BEE) & its Standards & Labeling (S&L) Programme

2.1 About BEE

The mission of Bureau of Energy Efficiency (BEE) is to develop policy and strategies with a thrust on self-regulation and market principles, within the overall framework of the Energy Conservation Act (EC Act), 2001 with the primary objective of reducing energy intensity of the Indian economy. This will be achieved with active participation of all stakeholders, resulting in accelerated and sustained adoption of energy efficiency in all sectors.

The setting up of Bureau of Energy Efficiency (BEE) provides a legal framework for energy efficiency initiatives in the country. The Act empowers the Central Government and in some instances the State Governments to:

1. Notify energy intensive industries, other establishments, and commercial buildings as designated consumers.
2. Establish and prescribe energy consumption norms and standards for designated consumers.
3. Direct designated consumers to designate or appoint certified energy manager in charge of activities for efficient use of energy and its conservation.
4. Get an energy audit conducted by an accredited energy auditor in the specified manner and intervals of time.
5. Furnish information with regard to energy consumed and action taken on the recommendation of the accredited energy auditor to the designated agency.
6. Comply with energy consumption norms and standards, and if not so, to prepare and implement schemes for efficient use of energy and its conservation.
7. Prescribe energy conservation building codes for efficient use of energy and its conservation in commercial buildings State Governments to amend the energy conservation building codes to suit regional and local climatic conditions.
8. Direct owners or occupiers of commercial buildings to comply with the provisions of energy conservation building codes.
9. Direct mandatory display of label on notified equipment and appliances.
10. Specify energy consumption standards for notified equipment and appliance.
11. Prohibit manufacture, sale, purchase and import of notified equipment and appliances not conforming to standards.

The Energy Conservation Act, 2001 defines the powers of the State Government to facilitate and enforce efficient use of energy and its conservation. The State Governments have to designate State Designated Agencies in consultation with the Bureau of Energy Efficiency to coordinate, regulate and enforce the provisions of the Act in the State. Thus, the State Designated Agencies are the strategic partners for promotion of energy efficiency and its conservation in the country.

2.2 Organization

Under the provisions of the Energy Conservation Act, 2001, Bureau of Energy Efficiency has been established with effect from 1st March, 2002 by merging into it, the erstwhile Energy Management Centre, being a society registered under the Societies Registration Act, 1860, under the Ministry of Power.

The mission of the Bureau of Energy Efficiency is to assist in developing policies and strategies with a thrust on self-regulation and market principles, within the overall framework of the Energy Conservation Act, 2001 with the primary objective of reducing energy intensity of the Indian economy.

2.3 Functions of BEE

BEE co-ordinates with designated consumers, designated agencies and other organization; recognizes, identifies and utilizes the existing resources and infrastructure, in performing the functions assigned to it under the E.C Act, 2001. The Act provides for regulatory and promotional functions. The major functions of BEE include:

- Develop and recommend to the Central Government the norms for processes and energy consumption standards.
- Develop and recommend to the Central Government minimum energy consumption standards and labeling design for equipment and appliances.
- Develop and recommend to the Central Govt. specific energy conservation building codes.
- Recommend the Central Government for notifying any user or class of users of energy as a designated consumer.
- Take necessary measures to create awareness and disseminate information for efficient use of energy and its conservation.

2.4 The Energy Conservation Act, 2001

The Energy Conservation Act, 2001 (ECA) forms the core of the legal framework put in place by India to promote energy efficiency and conservation. ECA came into force with effect from March 1, 2002. Some important sections of ECA relevant to BEE are:

- Section 1 – Short title, extent and commencement
- Section 2 – Definitions
- Section 3 – Bureau of Energy Efficiency-creation, administration
- Section 12 – Transfer of Assets and Liabilities of Energy Management Center to BEE
- Section 13 – Powers and functions of the BEE
- Section 14 – Power of Central Government to Facilitate and Enforce Efficient use of Energy and its Conservation
- Section 15 -Power of State Government to Facilitate and Enforce Efficient use of Energy and its Conservation
- Section 16 – Constitution of State Energy Conservation Fund
- Section 17 – Power of Inspection
- Section 18 – Power of Central Government to issue directions
- Section 41 – Restriction on Civil Courts
- Section 42 -Appeal to High Court
- Section 44 – Offences triable by Special Courts
- Section 48 -Authorities under the Act
- Section 26 – Penalties and Adjudication
- Section 30 – Appellate Tribunal for Energy Conservation
- Section 48 – Default by Companies
- Section 52 – Power to obtain Information
- Section 56 – Power of Central Government to make rules
- Section 57 – Power of State Government to make rules
- Section 58 – Power of BEE to make regulations
- Section 62 – Power to remove difficulties

2.5 Standards and Labeling Scheme

The key objective of this programme is to provide the consumer an informed choice about the energy saving and thereby the cost saving potential of the relevant marketed product. The scheme was launched on 18th May 2006 and is presently invoked for 21 equipment/appliances, i.e. Room Air Conditioner (Fixed Speed), Colour Television, Direct Cool Refrigerator, Distribution Transformer, Frost Free Refrigerator, Stationary Type Water Heater, Tubular Fluorescent Lamps, RAC (Cassette, Floor Standing Tower, Ceiling, Corner AC) Room Air Conditioner (Variable Speed), Led Lamps, Ceiling Fan, Computer, Domestic Gas Stove, General Purpose Industrial Motor, Agricultural Pump Set, Washing Machine, Ballast, Solid State Inverter, Office Automation Products, Diesel Engine Driven Monoset pumps for Agricultural Purposes and Diesel Generator Set, of which the first 10 appliances have been notified under mandatory labeling. The other appliances are presently under voluntary labeling phase. The energy efficiency labeling programs under BEE are intended to reduce the energy consumption of appliance without diminishing the services it provides to consumers.

The S&L program of BEE has advanced at a rapid pace. From Preparatory stage to Mandatory stage, testing has been identified as a key component of S&L program. Effective testing helps to assess the actual performance of products in the preparatory stage, thus helping in setting realistic standards to transform the market. Testing also plays a key role in voluntary/mandatory phase to ensure authentic compliance to standards.

Considering the growing penetration of S&L program in India and the increasing number of products for check testing, BEE has empanelled test laboratories to conduct check test as per the parameters of the schemes.

2.6 Objective of implementation of QR Code

Star Labels on an appliance enable a Consumer to know the performance of an appliance, eventually helping a Consumer to make informed decisions on cost and energy saving potential at the time of purchase. With the adoption of Unique QR code on every appliance under the S&L scheme, BEE wants to ensure the authenticity of the labels used in the market, so that misuse of Star Labels can be obviated by empowering the Consumer to retrieve and verify the technical specifications displayed on the star label affixed on an appliance with ease from registered appliance database of BEE using a phone by scanning or a text message.

Manufacturers would be mandated to affix QR codes for every appliance bearing a BEE star label. Moreover, the adoption of QR Code eco-system should portray a relevant picture of the Indian Appliance Market scenario, by tracking the sales in different categories of appliances at various stages in respective supply chains with the help of QR Codes.

Further, it is expected that this QR Code based eco-system shall enable manufacturers/ distributors/ retailers, log the sale of appliances with the help of existing BEE star label mobile app directly in the BEE database. BEE aims to deploy QR Code as a fail-proof way to adopt and implement anti counterfeit of BEE labels and to capture appliance sales.

2.7 Background


The existing S&L portal and mobile application already have the following features.

For General Public:

1. Public can search & compare the star rating of appliances of various manufacturers approved and registered with BEE.
2. Can view & download the list of models of approved star rated appliances.
3. All the schedules of the mandatory and voluntary products and other related documents under the scheme.

For Manufacturers:

1. Manufacturers can register themselves at BEE's Standard & Labeling online web portal after paying the security deposit through online payment mode.
2. Manufacturers can register models online for the star label approval.
3. Manufacturers can upload various documents as requested by BEE pertaining to the star labeling application scrutiny. They can even manually declare the technical particulars in the online formats which have checks and balances built in it to avoid incorrect online data submissions by the manufacturers.
4. The software helps to calculate the star label rating depending upon the parameters entered by manufacturers.
5. Manufacturers can generate and download approval letter.



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Ministry of Power, Government of India

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About Standards & Labeling Program

The Objectives of Standards & Labeling Program is to provide the consumer an informed choice about the energy saving and thereby the cost saving potential of the marketed household and other equipment. This is expected to impact the energy savings in the medium

Alerts & Updates

For BEE:

1. BEE is the administrator of the web portal. It has all the rights to maintain the facilities required for the manufacturers, laboratories, IAME through the web service provider.
2. The web portal enables communication between manufacturers and BEE.
3. The software automatically calculates the Star Label rating depending upon the parameters entered by manufacturers.
4. The web portal provides flexibility for addition of new products under S&L program.
5. Reporting facility helps to download reports for data analysis.
6. Payment gateway is incorporated to facilitate payment of fees.

For Labs:

1. Check Testing Laboratories that are empaneled with BEE and those products check tested will be uploaded.
2. Labs are allowed to upload the reports of the check tested products which can be generated for analysis of energy saving.
3. Status of all the products being check tested can also be tracked with the privileges provided to Labs.

For IAME:

1. The scrutiny of applications, approval letter to the manufacturers can be generated by IAME provides flexibility for addition of new products under the Labeling Program.
2. Privileges are also provided for IAMEs to upload the status of procurement and assignment of samples.

S&L Application Software Advantages:

The advantages of Standard & Labeling web portal are as under:

1. Manufacturers can file their applications online.
2. Easy tracking of applications filed by manufacturers.
3. Reports can be downloaded easily.
4. Minimizes paperwork.
5. The list of BEE approved models is available in the public domain through linkage of the S&L application with the website of BEE.
6. More effective communication between manufacturers and BEE.
7. Analysis of energy savings and generation of reports thereof.
8. Integration of SMS gateways and Payment gateways for smoother operations.

Technology Currently Used and Its Description

Front End (Page View)	: ASP.NET 4.0, MVC architecture
Business Process	: C#, LINQ
Back End(Database)	: MS SQL SERVER 2012 / MS SQL SERVER 2017
Platform Windows	: R2 2008 / R2 2012
Webserver	: IIS7
Others	: AJAX, XML, BI, J Query, Bootstrap etc.

Mobile Application (Star Label App)

BEE has a mobile application for Standard and Labeling program available on android and iPhone. The mobile application is linked with the database of beestarlabel.com web portal.

Section 3: Terms of Reference

3.1 Review /Maintenance/Enhancements in the current running S&L Web Application

Estimated Duration : 24 months

Bidder's Role:

- i. Bidder will understand Technical and functional requirements of the existing online portal, software applications, gateways, mobile applications etc in consultation with BEE.
- ii. Accordingly, the bidder shall provide services for managing the current applications and gateways ensuring reliability ,availability and security of the existing online systems and related database of S&L program .
- iii. Bidder during the course of engagement , shall recommend to BEE upgrades required for enhancing reliability,availibility and security, of the Standards and Labeling portal , related gateways, database and other related functionalities.
- iv. Bidder shall be responsible for incorporating the above recommendations accepted by BEE in its existing portal and gateways.
- v. Bidder shall upgrade the existing BEE portal to make it capable of issuing serialized QR code to the manufacturers registered under its S&L program.
- vi. Bidder shall , if required by BEE , also be responsible for seamless integration of BEE portal with that of the manufacturers, IAMEs and Labs to enable them download and print the assigned QR codes in an encrypted manner.
- vii. Bidder shall add new features within the specified timeline as required by BEE.
- viii. Bidder, for the purpose of coordination shall depute a team of 4 individuals out of which 2 should have min exp. of 5+ years and 1 with a min exp. of 3+ years at BEE office as software expert / program developer /consultant to support the S&L application and mobile application, technical issues & any modification as and when required by BEE, on day-to-day basis till the expiry of bidder's maintenance and development contract of the existing system or the date as specified by competent authority in writing and 1 more individual as network administrator with min exp. of 3+ years to maintain the software and resolve networking related issues on a need basis.
- ix. Bidder shall document each and every change made in the existing application. Bidder shall submit detailed application documentation at the end of each month.

- x. Bidder shall follow all the security standards while developing the new features to the application including repairing and modification of the old codes to meet the security standard without additional charges.
- xi. Bidder shall be capable enough to accept and adopt the changes required to be made in the portal ,database or related applications based on any changes in EC ACT-2001 & rules promulgated by Government from time to time without stoppage of the functioning of the software beyond 12 hours.
- xii. Bidder shall have the log capability for each operation carried out by the users, BEE and also the work carried by Bidder itself.
- xiii. In continuation with managing the existing application the Bidder shall suggest and / recommend any improvement and up gradation in existing application with respect to software technologies and hardware for application.
- xiv. The Traceability Matrix: A requirement traceability matrix may be used to check to see if the current project requirements are being met or not.
 - 1. Assistance in formulation of project management techniques process under S&L program. The process will be as follows:
 - a. A complaint/new development/work/process will be logged by BEE.
 - b. The Software Service Provider will have to respond BEE with exact time frame of sorting out the problem within 4 hours of logging.
 - c. Any kind of complaint/new development/work/process must be closed within 5 working days.
 - d. Any complaint/new development/work/process logged with urgent must be resolved at an urgent emergency basis within the specified time frame specified by BEE .
 - 2. Coordination with BEE -- Support in developing a relation and discussion with laboratories, IAMEs, manufacturers, and other BEE's Vendor parties involve with S&L programme and other programme web portal.
 - 3. Identify and recommend international best practices in the industry and implement the recommendations S&L application software web-portal.
 - 4. Implement data analytics in the existing portal to capture and present , production , energy information in form of reports, documents, presentations, databases, technical graphic images and materials as and when required by BEE.

- xv. Training BEE Officers: Bidder shall be responsible for training BEE officers on new developments in S&L portal or related applications etc and provide the training material in soft and hard copies for the training purpose.
- xvi. Bidder shall submit a monthly summary of activities undertaken as part of this project, as well as quarterly short reports with invoice that is submitted.
- xvii. Bidder shall carry out UAT and resolve bugs / deficiency found in the application before declaring any new development/features for Go Live.
- xviii. Bidder shall carry out any task as in and when required other than as mentioned above, stated and with the approval by BEE.

3.3 Proposed Implementation of QR Code in the Web Portal & Mobile Application

Estimated Duration : 5 months

Bidder's Role:

- i. **Serialised QR Code:** Bidder has to make provisions to generate unique Serialised QR Code for every appliance under S&L which should not repeat for atleast 50 years.
 - a. An encrypted file has to be generated from the server bearing all the details of a set of QR codes, downloadable by the Manufacturers and accordingly printed with the help of pre-configured secured systems/software at the manufacturers premises.
 - b. Bidder is responsible to develop all applications and softwares to register and track the movement of a lot or stack of appliances from the manufacturing/assembly line onwards upto the point of sale. It also includes all the development of softwares and related encryptions at the various stages of movement of the stock. Recommendations on the IT infrastructure required by BEE, Manufacturers and Retailers to undertake the related tasks lies in the scope of the Bidder. Open source software platforms are preferred for the development.
 - c. The Bidder has to configure the BEE star label apps to provide sufficient privileges to the Retailers which may not have sufficient IT infrastructure to track the sale/movement of the appliances.

- d. The Bidder has to develop and implement a QR code environment which can ward off duplicacy of a unique QR codes once the appliance to which it is affixed is sold .
- e. Database of every sale made at the retailer end with customer details and tracking at geographical level is to be maintained at Server at a comparatively low size.
- f. The App should be capable of fetching data from registered database of BEE to verify particulars of a label upon the QR code being scanned using a Star label app or using a SMS. The Agency should be willing to make any developments/upgrades in the App as deemed necessary by BEE from time to time.
- g. QR code scanning app should be able to capture the data in a manner that it can be analyzed and presented in form of reports,

Deliverables:

- i. Bidder will present before BEE its technology prowess and QR Code implementation strategy within **1 month** of issue of the award of the contract .
- ii. In the above context a detailed report on the entire IT infrastructure (computer systems, types of scanner ,printers, quality of QR required and project finances) to Implement QR code , needed right from the point of issue of QR code i.e. at BEE till the point of sale across thhe supply chain is to be submitted at the end of **2 months** of the award of contract .
- iii. Bidders are expected to demonstrate the first test run of the developed QR code ecosystem to BEE within **2 months** from the date of acceptance of the above report by BEE for atleast two appliances.

3.4 Proposed Enhancements in S&L Portal & Mobile Application

- i. **Coverage of new equipment in Standard and Labeling Scheme:** As per the S&L scheme, government includes various energy consuming equipment in the S&L scheme periodically. Accordingly , the bidder would be responsible for incorporating changes in the portal. Adding new equipment includes majorly three parts:
 - a. **Agency Registration and Verification for the new equipment** (This may vary with each equipment as per the Government norms).

b. **E-filling** of application for model registrations which include uploading of test documents and filling of the technical particulars in oline formats may (vary for each equipment).

c. **IAME Verification:**

- Development of technical calculation sheets.
 - Development of bilingual Green Sheet.
 - Online generation of bilingual approval letter.
- ii. Enhancements & New Developments in Check Testing Process as and when required.
- iii. **E-Tracking of application:** E-Tracking will describe the flow of documents from Manufacturer to IAME. On each step document status would be captured by the system and updated on life cycle history of the application. To make this system more user friendly Bidder need to print the BAR CODE on the application form so that each department can scan the barcode and system will be smart enough to catch the action and update the status in the system. This will reduce the time of application scrutiny process.
- iv. **Feedback:** Bidder need to develop a customer feedback system which will be incorporated with search and compare page as well as the BEE mobile applications. The objective is to get the reviews and feedback from the end user and show those feedback on search and compare page, which will help user to choose the correct product from the market and also BEE can track of any misuse of Star labeling in the market. Feedback should be a two-way communication between BEE and the consumer.
- v. **Payment Gateway:** Bidder might need to incorporate other gateways. Payment gateway is required to collect labeling and registration fees.
- vi. **Enhancement of Search & Compare page:** Improving the features of search & compare page. Addition of multiple selection comparison.
- vii. Incorporation of Digital Signature at various stages in the processing and approval of the application. BEE will provide relevant functionality details to bidder as necessary for integrating the digital signature software in existing web portal application. Digital signature should be provided as per government norms. As per the project requirement 15 numbers of digital signatures are required.
- viii. **Ticket** raising system for logging issues and tracking of the issues.
- ix. Transformation of the existing application in Hindi language. There should be an option for selecting language. This should be done in such a way that there is no need of any additional software to support Hindi language. Software must support Unicode format.

- x. To enhance the view of the existing application, it should be moved to responsive web designing principles. The interface should adapt itself for Desktop, tablets and mobiles etc.
- xi.** Development of interface for common people in the existing application, where one can enrol for various notifications/alerts/energy conservation tips etc. from BEE. Provision for common people to register themselves to get **newsletters on their email from time to time.**
- xii. **Complaint/Grievance Management System:** Development of grievance management system where people can register their e-complaint, online disposal of grievances, status of the complaint to the complainant via mail etc.
- xiii. **Development of a module for Survey Management System:** The entire survey program should be developed which will include designing, development and implementation of complete survey program.
- xiv. Development of **saving calculators** for all the appliances registered with the S&L program in consultation with BEE.
- xv. Development of an appliance ranking system where in ranking based on energy consumption, energy savings, etc can be achieved based on graphical depictions – bar graph or pie chart etc. as required from time to time for information of stakeholders.
- xvi. The application must be security audited from 3rd party security audit agencies, empanelled by Department of Information Technology, Government of India. It is bidder's responsibility to get the security audit done of the software before Go-live.
- xvii. Implementation of Big Data analytics/search application (Big Data analysis software would be purchased by BEE upon recommendation of the Bidder)
- xviii. Development of a dashboard for Standard & Labeling Programme where Energy Saved due to S&L program will be shown dynamically in run time.
- xix. Any change BEE may seek to implement during contract period /completion of project whichever is later including maintenance of the application software.

Note: All the third party softwares and renewals/ development membership subscription required for incorporation of Digital Signature, One Time Password generation, Barcode generation & mobile application or any other such software would be purchased by the Bidder itself. The total cost of purchase shall be included in the cost of bid and no separate payment shall be made in this regard.

3.5 Proposed Enhancements in S&L Mobile Application

- i. QR Code scanning Functionality and display of relevant information upon scanning.
- ii. News and alerts.
- iii. Notification on new/upcoming regulations.
- iv. Tip of the day.
- v. Pricing information.
- vi. Product availability at retailer's stores and e-commerce websites.
- vii. Development of an option where user would enter the monthly electricity consumption and details of the major electrical equipment installed at their homes. The system will do the analysis of the data provided by the user and would guide him how to retrofit his home with what type of appliances and how much he/she will save after the retrofits.
- viii. Provisions to Login for stakeholders via app for the customers, manufacturers, BEE, Labs & IAME be made available in the Star label app
- ix. Provisions to take feedback from the Customers are to be made available on the application.
- x. Any other type of features would be developed by the hired agency upon approval by the Officials of BEE.

BEE's Role

- i. BEE will provide functional, non-functional specifications (including validations wherever needed) for the system to be maintained.
- ii. BEE will provide information/support as necessary for letting the bidders have a brief understanding about the application/process to be implemented.
- iii. BEE will review report submitted by the bidder and thereafter co-ordinate with the bidder for changes, if considered necessary.
- iv. BEE may arrange necessary hardware for the application stated by bidder in advance (before 20 days). BEE shall give the clearance of UAT before any Go Live.
- v. Any other requirement of bidder may be taken only if it is in capacity of BEE.

Deliverables

- i. Detailed reports including the following:
 - a. Application documentation (changes in view and code be included).
 - b. Detailed Log / Report at the end of each month and combined report at the end of each quarter. Detailed work plan with timing schedule.
 - c. Detailed interpretations & review report.
- ii. Monthly summary of activities.
- iii. Quarterly short reports with payment invoice.
- iv. **Software Requirement Specifications (SRS)** at the time of final payment bidder has to submit all these reports in the form of softcopy and hardcopy (2 no. of softcopy and 3 hardcopies)
- v. Any other revamps / software bugs / minor tweaks/ upgrades /reports or information requested by BEE for better operation of S&L need to be resolved within 72 hours.

Note: All the above activities shall be carried out simultaneously and should be with the knowledge and with permission of BEE.

Section 4 : Pre-Qualifying Criteria:

- i. The bidder should be an Information Technology Services based organization and it must submit along with its Technical Bid a notarized copy of the Certificate of Registration of their Company.
- ii. The bidder should have experience in successful completion of **IT Software Application implementation & QR code Implementation / Development / Deployment** in leading organizations preferably in Government sectors during the last 5 years ending on 28.2.2019.
- iii. The bidder may participate as a consortium/Joint Venture, and in that case of consortium/Joint Venture,
 - a) The prime bidder and co-parties of consortium / joint venture should have experience in successfully completion of IT software application development, mobile application development / deployment in a leading organization preferable in government sector during the last 5 years ending on 28.2.2019.
 - b) The prime bidder and co-parties of consortium / joint venture should have a combined minimum average annual turnover of Rs. 150 crores in the financial years 2014-15, 2015-16, 2016-17 and 2017-18.
 - c) In case of consortium bidding, the consortium bidder shall self-declare the prime bidder among themselves. Suitable declaration shall be produced along with the technical bid document.
 - d) In support of above point each partner or co-parties should have net profit or having positive net worth in each of the last four financial years 2014-15, 2015-16, 2016-17 and 2017-18. Notarized copies of the audited Balance Sheet and Profit & Loss account for the financial years 2014-15, 2015-16, 2016-17 and 2017-18 are to be enclosed along with the Technical Bid (provisional financial statement of 2018-19 may be submitted).
 - e) In case of consortium / joint venture, the leading partner should satisfy all the other pre-qualification criteria mentioned in the RfP.
 - f) In case of consortium / joint venture, the bidder has to submit the consortium MoU.
- iv. In support of point ii or iii above, the bidder/consortium should submit copies of the respective contract(s)/work order(s) of worth more than 1 crore each duly attested by Notary Public along with the documentary evidence of satisfactory execution of each such

contract. For the purpose of evidence of satisfactory completion, notarized copies of any one of the following may be provided (indicating the contract number and scope of work):

- a) Satisfactory Completion/Performance Report,
OR
- b) Proof of release of Performance Security after completion of the contract,
OR
- c) Proof of Settlement/Release of Final payment against the contract,
OR
- d) Any other documentary evidence that can substantiate the satisfactory execution of the contract(s) cited above (like agreements, Memorandum of understanding, payment vouchers etc.)

It may be noted that only those contracts/work orders would be considered for evaluation purposes which have been satisfactorily completed during the last 3 years ending on 28.2.2019 or are in operation at the time of submission of the Bid.

- v. Notarized copy of valid certificate of registration of service tax of the bidder, or of each of the partners (in the case of consortium / joint venture), is to be submitted along with the Technical Bid.
- vi. The bidder, or of each of the partners (in the case of consortium / joint venture), should have a minimum average annual turnover of Rs. 150 cores in the financial years 2014-15, 2015-16, 2016-17 and 2017-18.
- vii. The bidder, or of each of the partners (in the case of consortium / joint venture), should have net profit or having positive net worth in each of the last three financial years 2014-15, 2015-16, 2016-17 and 2017-18. Notarized copies of the audited Balance Sheet and Profit & Loss account for the financial years 2014-15, 2015-16, 2016-17 and 2017-18 are to be enclosed along with the Technical Bid. (provisional financial statement of 2018-19 may be submitted).

Note: Bidder can attach provisional financial documents for financial year 2018-19.

- viii. The bidder or the partners (in the case of consortium/joint venture), should have the two valid certification:
 - ISO 9001:2008 or higher (For Quality Management System) or ISO 27001:2013 or higher (Information security Management System)
 - CMM Level 5 or higher

The said certification must be one year prior to the date of release of publication of this tender. Notarized copy of the relevant certificate is to be enclosed along with the Technical Bid.

- ix. The bidder or consortium partners, should commit to positioning of a complete team comprising of Project Manager/Senior Software Programmers/Technical Specialists/ Network Administrator/any other experts required on full time basis during the said maintenance period at the Bureau of Energy Efficiency Office in New Delhi.
- x. The bidder or of each of the partners (in the case of consortium / joint), should not currently be on the black list of any central or State Government organization or Public Sector Unit (PSU).
- xi. The bidder or the prime partner (in the case of consortium) must have comprehensive experience in development and deployment of web portals and MIS application software in DOTNET Language / Platform, mobile application development in android, iOS and windows platform.
- xii. The bidder or the prime partner (in the case of consortium) must have Microsoft developer license for all sort of application development and deployment of web portals related to the new application to be developed.
- xiii. The bidder or the prime partner (in the case of consortium) should have experience in development and implementation of at least one Software Solution for financial sector institutions in India like banks or insurance companies or government agencies or tax or duty collection authorities or in any other government departments like treasuries.
- xiv. The bidding firm or the prime partner (in the case of consortium) should have at least 40 nos. of technically qualified manpower in field of software development, designing, testing, technical architecture, etc.
- xv. IT Services Company will not include those whose nature of work includes sale of IT equipment, packaged software, or giving of IT man power to various organizations (man power agency).

Note: All the bidders has to satisfy each and every clause of the prequalification criteria, else there bid would be disqualified.

Section 5 : Technical Bid Requirement

The technical bids comprising the following:

- a. Covering letter (Annexure II)
- b. Bidders Experience (Annexure II-A)
- c. List of projects implemented by the bidder organisation (Annexure II-B)
- d. Proposed Methodology and Technical Approach (Annexure II-C)
- e. Format of Reports (Annexure II-D)
- f. Statement of compliance with the Technical requirements (Annexure II-E)
- g. Statement of compliance with the pre-qualification criteria (Annexure III)

Section 6 : Financial Bid Requirement

The Financial Bid in the format as at Annexure IV

Section 7 : General Terms and Conditions

- i. The tender is to be downloaded from the Tender section of BEE website (<https://beeindia.gov.in>). RfP for development and maintenance of S&L web portal. The tender document would not be available for sale to prospective bidders from the office of BEE.
- ii. A non-refundable tender fee of Rs.5000 (Rupees five thousand only) is to be deposited by the bidders enclosed in the same cover as the Technical Bid. This tender fee is to be submitted through Demand Draft drawn in favour of “Bureau of Energy Efficiency”, payable at New Delhi. If a bid is received without the tender fee, such a bid would be rejected.
- iii. Earnest Money Deposit: An Earnest Money Deposit (EMD) of Rs. 7,00,000 (Rupees Seven lakhs only) is to be deposited by the bidders by way of Demand Draft drawn in favour of “Bureau of Energy Efficiency”, payable at New Delhi. This should be enclosed in the same cover as that of the Technical Bid.
 - a. EMD will not carry any interest.
 - b. EMD will be forfeited if:
 - A bidder withdraws from the tender, or amends its tender, or impairs, or derogates from the tender in any respect within the validity period of his tender.
 - If a bidder having been notified of the acceptance of his tender by BEE during the period of its validity:
 - Fails to furnish the performance security within the specified period for the due performance of the contract, or
 - Fails or refuses to accept / execute the contract.
 - c. EMD furnished by the unsuccessful bidders would be returned without any interest on completion of the tender process, i.e., after award of the contract.
 - d. EMD of the successful bidder would be returned without any interest after receipt of the Performance Security as per the terms of the contract.
 - e. Bids received without EMD will be rejected.
- iv. Performance Security: The successful bidder would be required to deposit an amount equivalent to 10% of the value of the contract. This should be furnished through a Demand Draft in favour of “Bureau of Energy Efficiency”, payable at Delhi. The Performance Security amount furnished by Demand Draft will be returned without interest within 60 days of completion of all obligations under the contract. The Performance

- Security will be returned after adjusting for penalties on account of deficiencies, if any, in the performance of the contract.
- v. Liquidated Damages: Liquidated damages would be imposed @ 0.5% per week or part thereof for the delay in delivery as may be attributed to the successful bidder for each payment milestone as defined in the contract, subject to a maximum of 10% of the contract value. Recoveries through such Liquidated Damages are to be without any prejudice to the other remedies as available to BEE under the terms of the contract.
 - vi. Tenders, if received after the due date & time of submission, would be rejected, and such bidders would be intimated to collect their un-opened bids from the office of BEE, should they so desire.
 - vii. If the Technical and Financial Bids are not received in separate sealed covers, such bids would be rejected.
 - viii. The authorized signatory of the bidders should seal & sign on all pages of the Technical and Financial Bids.
 - ix. The Technical Bid should not contain any indication of the quoted price. In case such an indication is present in the Technical Bid, the quotation of such bidders would be rejected outright.
 - x. The bids should be neatly presented. Corrections, if any, should be duly authenticated by the full signature of the person signing the tender.
 - xi. The quoted price should remain valid for a period of 60 days from the date of opening of the tender.
 - xii. On the date of opening of the tender only the Technical Bids would be opened, and the Financial Bids would be retained by BEE in the same sealed covers as received from the bidders. The technical bid would be evaluated in the presence of the committee members.
 - xiii. After evaluation of the technical bids, the financial bids of only those bidders who qualify in such evaluation would be opened at a date and time to be conveyed to the qualified bidders. Such qualified bidders would be invited to attend the opening of the financial bids.
 - xiv. BEE will hold a pre-bid meeting the date, time and venue mentioned in Section 1 of this tender.
 - xv. The bidders, who are interested in attending the pre-bid meeting, should indicate the names of their representatives (maximum three per bidder). Such intimation should be given by email to spandita@beenet.in and sanjay.chhetri@beenet.in in a minimum of three working days prior to the date of the pre-bid meeting.

- xvi. BEE may for any reason, whether on its own initiative, or in response to requests for clarifications from bidders, modify the tender document through amendments / addenda. Such modifications will be hosted on the BEE website (<https://beeindia.gov.in>), and BEE will not intimate the bidders individually about the same. The bidders are, therefore, advised to visit this website regularly till the date of closing of the tender. Queries related to this tender are to be sent through email addressed to spandita@beenet.in and sanjay.chhettri@beenet.in. Clarifications on the basis of the queries received would be put up periodically on the web site of BEE, and no replies would be sent individually to the bidders.
- xvii. No requests for clarifications would be entertained after 3 days of pre-bid meeting of the tender.
- xviii. The last amendment, if any, to the tender will be hosted a minimum of 4 days before the closing date of the tender.
- xix. BEE reserves the right to extend the due date of submission of bids through an appropriate notification on its web site.
- xx. Bidders are permitted to submit amendments to their tenders as long as such amendments are received in covers duly sealed and marked as “Amendment to Tender No. : “BEE/E-Gov /S&L/27”. Such amendments will, however, be received only up to the due date and time of submission of bids, and no amendments will be accepted thereafter.
- xxi. BEE reserves the right to accept or reject any bid without assigning any reasons thereof.
- xxii. Wherever copies of documents have been asked for in the tender, the same is to be attested by Notary Public.
- xxiii. The selected bidder will not be permitted to sub-contract the work to a third party.
- xxiv. As a general rule BEE will not hold any negotiations (technical or commercial) with any bidder. BEE, however, reserves the right to carry out such negotiations under exceptional circumstances only, in which event the negotiations will be restricted to only the bidder securing the highest score in the techno-commercial rating as indicated in the Bid Evaluation Criteria.
- xxv. The bidders are advised in their own interest to desist from any attempt at influencing the outcome of the selection process. Such attempts, if detected, would render the concerned bidder(s) liable for disqualification.
- xxvi. All payments would be made in INR after statutory deduction of taxes. Payments would be released on receipt of invoices addressed to the Director General, Bureau of Energy Efficiency, Sewa Bhawan, 4 th Floor, R.K. Puram, New Delhi 110066, and duly supported

by evidence of satisfactory execution of the services for which such invoices have been raised. Should any discrepancies be detected in the invoices, the same would be promptly notified to the selected bidder, and no payment would be released in respect of such disputed item(s).

- xxvii. Payment of the undisputed amount would be released within 30 days from the date of receipt of the invoices.
- xxviii. The selected bidder shall, at his own expense, arrange appropriate comprehensive insurance to cover all risks assumed by his personnel, equipment, tools, and any other belongings of the bidder during the entire term of the contract, and BEE will have no liability on this account.
- xxix. The Bidder shall submit all the source code of the application, database, BEE registered third party software or any other tool used in respect to the application/ web portal development at the expiry or termination of the contract.
- xxx. The contract shall be deemed to have been automatically terminated on the expiry of the contract period unless extended in writing by BEE.
- xxxi. In the event of either BEE or the selected bidder being rendered unable to perform any obligation under the contract on account of Force Majeure, the relative obligation of the party affected by such Force Majeure shall be suspended for the period during which such cause exists. The term “Force Majeure” shall mean acts of God, war, civil riots, fire, flood, etc. directly affecting the performance of the contract. Upon the occurrence of such cause, and upon its termination, the party alleging that it has been rendered unable as aforesaid shall notify the other party in writing the beginning of the cause amounting to Force Majeure, as also the ending of the said cause, by giving notice to the other party within 72 hours of the ending of the cause. The time for delivery of the obligations suspended under Force Majeure shall then stand extended by the period for which such cause exists. If deliverables under the contract are suspended by Force Majeure conditions, lasting for more than two months, BEE shall have the option of cancelling the contract in whole or part at its sole discretion without any liability on its part.
- xxxii. In the event that the selected bidder becomes insolvent during the term of the contract, then BEE shall, by a notice in writing have the right to terminate the contract, and all the bidder’s rights and privileges shall stand terminated forthwith.
- xxxiii. If BEE considers that the performance of the bidder is unsatisfactory, or not up to the expected standard, BEE shall notify the bidder in writing and specify in detail the cause of such dissatisfaction. BEE shall have the option to invoke the Performance Security and /

or to terminate the contract by giving 30 days' notice in writing to the bidder if he fails to comply with the requisitions contained in the said written notice issued by BEE.

- xxxiv. In all cases of termination, the obligation of BEE for payments shall be limited to the period up to the date of termination. Notwithstanding the termination of the contract, the parties shall continue to be bound by the provisions of the contract that reasonably require some action or forbearance after such termination.
- xxxv. The contract shall be governed by the laws of India, and shall be subject to the exclusive jurisdiction of the courts in Delhi / New Delhi.
- xxxvi. If any dispute, difference, question, or disagreement arises between BEE and the bidder in connection with the construction, meaning, operation, effect, interpretation of the contract or breach thereof, which the parties are unable to settle mutually, the same shall be referred for arbitration to the "SCOPE Forum of Conciliation and Arbitration (SFCA)" (www.scopeonline.in), and the award made in pursuance thereof shall be binding on both the parties.
- xxxvii. Computer systems will not be provided to the team and a reliable internet connection is the responsibility of the Bidder.

Section 8 : Bid Submission

- i. Bids may be submitted by individual firms or Joint Ventures / Consortia.
- ii. In the case of Joint Venture / Consortium:
 - a) One partner will act as the leader of the joint venture, and each of the partners will be jointly and severally liable to BEE for all obligations under the contract.
 - b) The leader of the Consortium may submit the bid on behalf of the consortium of bidders.
 - c) A copy of the Memorandum of Understanding (MOU) between the consortium members, duly attested by Notary Public, is to be submitted along with the Technical Bid. The MOU must be signed by the Chief Executives of the consortium members (or their duly authorized signatories), and should clearly define the role / scope of work of each partner/member.
 - d) The MOU should define the leader of the consortium, and also state that the members of the consortium shall be jointly and severally responsible for discharging all obligations under the contract.
 - e) The bid may be signed by all members of the Joint Venture / Consortium. Alternatively the leader of the Consortium may sign the bid.
 - f) Documents pertaining to the pre-qualification criteria must be furnished by the prime bidder of the consortium complete in all respects along with the Technical Bid.
 - g) In the event of the Joint Venture / Consortium being successful in the tender, the contract is to be signed by all members of the Joint Venture / Consortium, and the liability of each of them shall be joint and several.
 - h) All correspondence exchanged by BEE with the leader of the Joint Venture / Consortium shall be binding on all the Joint Venture / Consortium members.
 - i) Payment shall be made by BEE only to the leader of the Joint Venture / Consortium towards fulfilment of the contract obligations.
- iii. The bidders have to submit a statement confirming compliance with the prequalification criteria along with documentary evidence thereof, wherever applicable, as per Annexure-III.
- iv. Bids are to be submitted as under:

- a) Technical bid in a sealed cover super scribed with “Technical Bid – Tender No. : BEE/E- Gov./S&L/27 due on **05/04/2019** by 1500 hrs”.
- b) Financial bid in a separate sealed cover super scribed with “Financial Bid – Tender No. : BEE/E- Gov./S&L/27 due on **05/04/2019** by 1500 hrs Hours”.
- c) The two sealed covers should be further enclosed in a master envelope duly sealed and super scribed with “Tender No. : BEE/E- Gov./S&L/27 due on **05/04/2019** by 1500 hrs”. The master envelope should bear the bidder’s name, address, and contact number (telephone, fax, email address).
- d) The tenders are to be submitted By Hand / Speed Post / Registered Post / Courier to the reception of BEE at the address given below by 1500 hours of 05/04/2019.

**The Secretary,
Bureau of Energy Efficiency (BEE),
4th Floor, Sewa Bhawan, R.K. Puram, Sector-1, New Delhi –110066,
Phone: 011-26766700**

700

- e) The tenders would be opened on at the Conference Room of BEE at the West Block (Sewa Bhawan) , R.K. Puram, New Delhi 110066 in the presence of bidders or their authorized representatives who may choose to attend the bid opening on 05/04/2019 at 1600 hours.

Section 9 : Bid Evaluation Process and Criteria

9.1 Evaluation Methodology

Stage I : Minimum Preevaluation Criteria

- a) Compliance with the pre-qualification criteria given in Section 4 will be evaluated first.
- b) The technical bids of those bidders who do not fulfil the pre-qualification criteria will not be evaluated and will be disqualified.

Stage II : Technical Evaluation

- a) The technical bids of those bidders who fulfils the pre-qualification criteria will be evaluated in accordance with the evaluation criteria given below at 9.2.
- b) Those bidders who do not qualify at the stage of evaluation of technical bids would not qualify for the next stage of the evaluation. The proposal securing the highest marks in stage 2 will be ranked as R1, second highest as R2 and third highest as R3 and so on. Bidders qualifying Stage II will be eligible for Stage III.

Stage III : Presentation/Demo

Presentation/Demonstration on the approach of development/ QR Code ecosystem as per ToR/ maintenance and upgradation of the web portal and mobile application	15 Marks
Specific experience of the bidder relevant to development/ maintenance of the softwares and related portals used for the BEE's S&L web portal and mobile application & QR Code ecosystems. More weightage will be given to the bidders who have developed/maintained software for Government / PSU / Statutory Body / Financial Institutes, for any national and international large MNC's.	15 Marks

Marks secured under Stage II & Stage III will be added to arrive at total score. Top five proposals will qualify for the financial bid opening.

Stage IV : Presentation/Demo

The financial bids would be evaluated as under:

- a) Only the cost as indicated at Serial No.4 of the Table at Annexure IV would be considered for the purpose of evaluation. However, the applicable statutory taxes would be included in the contract to be awarded to the successful bidder.

- b) Variations, if any, in the statutory taxes from the date of tender opening to the date of award of contract, and between the original and re-fixed delivery period of the contract (if applicable), would be allowed. (Note: Re-fixed delivery period refers to the fresh delivery period which is arrived at by re-casting the original contractual delivery period after taking care of the lost period for which the bidder is not responsible.)
- c) Unconditional discounts, if offered, would be considered for evaluation.
- d) Conditional discounts, if offered, will be ignored.
- e) Non-conformities, if any, between figures and words in the quoted prices would be considered as under:
- If there is an error in the total corresponding to the addition of subtraction or subtotals, the subtotals shall prevail, and the total shall be corrected.
 - If there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words, is related to an arithmetic error, in which case the amount in figures shall prevail subject to (a) above.
- f) Those bids received after the specified period will not be evaluated.

9.2 Evaluation of Technical Bids

The Technical evaluation will be done on the basis of the following criteria. The weightage for each factor of the criteria shall be as follows:

Sl No	Criteria	Total Marks 70			
1	Company Background and Experience	Total Marks to be distributed = 20			
		Level	Score	Bidder's Response (Please tick the Applicable option/ Grade yourself)	Max Score
1.1	No. of years the bidder is in operation	= 3 yrs	3		5
		> 3 yrs	5		
1.2	Number of QR Code Implementation/ Development & Web Based application software and mobile application developed and implemented in the last 5 years preferable for Government/PSU/ Statutory/Financial Institutes else for any national and international large MNC's.	>=5 projects & <10 projects	1		5
		>=10 projects & <20 projects	3		
		>=20 projects	5		
1.3	Average Number of relevant years of experience of IT engineers to be	10 years of experience	5		5

	deputed in the premises of BEE to carry out	8 years of experience	3		
		6 years of experience	1		
1.4	Average turnover for Last 3 Years	=>150 crore	3		5
		=>400 crore	4		
		=>500 crore	5		
2	Technical Proposal, Presentation and Functional Demonstration	Total Marks to be distributed = 50			
		Level	Score	Bidder's Response (Please tick the Applicable option/ Grade yourself)	Max Score
2.1	No of Technical & Qualified Manpower for Software Development and Technical Support with minimum experience of 3+ years (Minimum Qualification: B.E/B.Tech (Computer Science/IT/ Electronics); MCA/M.E/M.Tech(Computer Science/IT /Electronics) **(preferable in DOTNET, Java, Objective C and SQL)	Less than 50 qualified professionals	0		5
		=>80 qualified professionals	1		
		=>150 qualified professionals	3		
		=>300 qualified professionals	5		
2.2	Number of years with Technical & Qualified Manpower for Project Management (Minimum Qualification: B.E/B.Tech (Computer Science/IT/Electronics); MCA/M.E/M.Tech (Computer Science/IT/Electronics)	Minimum 15 years of exp. In IT/ software development /IT System Projects.	1		3
		Experience of managing IT Projects in Government organisation	2		
2.3	Understanding of the scope of the project				3
2.4	Approach adopted in the project				5
	a). Team structure and development (both Onsite and offshore)		2		
	b) Project Plan and adhering to Project timelines.		3		
2.5	Functional Demonstration of Important modules during presentation like, Digital Signature Integration, Online Transaction, OTP Generation, Ticket raising system. (Annexure II-A)	Experience in QR Code Implementation / Development / Design / Incorporation for minimum of 3 projects	10		16
		Experience in development of Multilingual website	1		
		Experience in OTP Generation and SMS gateway Implementation	1		
		Experience in Ticket logging system or tool	1		

		Experience in Mobile Application Development	2		
		Various Online Payment facilities	1		
2.6	Successfully completed projects in the previous three financial years in providing end-to-end web based solutions, website / web application development, website maintenance, and providing technical support for existing / newly developed websites.	>10Projects	2		10
		>20Projects	5		
		>30Projects	10		
2.7	Proposed Architecture				2
2.8	Technical tools proposed				2
2.9	Application Security Standard to be followed				2
3.0	Testing Procedure to be used				2

Only technical proposals from firms scoring at least 40 marks and above will be considered responsive and they will be evaluated for the stage 3. Related Documents to prove and secure points in the above criteria is the sole responsibility of the bidder.

9.3 Final Evaluation

The financial proposals of the technically qualified bidders (in stage III) will be opened by the evaluation committee at BEE and in presence of successful bidders. Evaluation will be done based on the total lump sum cost quoted by the bidder. Financial bid with the lowest cost among all bids, will be awarded as L1 bidder. In case of nonacceptance of BEE's work order by L1, following (1) would be considered. Second Lowest quote with reference to L1 bidder will be given opportunity to match the financial quote of L1 bidder and if agreed, will be selected as bidder L2.

The similar would be followed till L3 if not accepted by L2. In case of non-acceptance by L1, L2 & L3, the tender would be cancelled.

Note: The work order of 2 years would be awarded to the winning bidder. The contract may then be further extended for one year (maximum for 2 times) depending upon the performance.

Section 10 : Terms of Payment

- i. Payment authority will be Bureau of Energy Efficiency.
- ii. The successful bidder shall raise the invoice in favour of “The Secretary, Bureau of Energy Efficiency, 4th Floor, Sewa Bhawan, Sector – 1, R. K. Puram, New Delhi”. Payment will be made after the end of timeline mentioned below. The payment breakdown will be as follows:

SI No	Payment to me made by	Payment Percent
	At the submission of performance security 10% of the contract value will be released	10%
1	Phase-I: At the completion of demonstration of QR code generation, incorporation and implementation at all levels. After Go-Live of QR Code (end of 6 months)	30%
2	Phase II: At the end 12 months, on successful completion of given assignments and targets and on submission of relevant reports.	20%
3	Phase-III : At the End of 18 months, on successful completion of given assignments and targets and on submission of relevant reports.	20%
4	Phase-IV : At the End of 24 months, on successful completion of given assignments and targets and on submission of relevant reports.	20%

*Note: BEE shall process the payment after the receipt of the invoice at the end of each phase. However, the work schedule shall be adhered and shall not be affected due to payment related process.

- iii. Service tax will be paid extra as per the rules of Government of India and should be cleanly spelt in the financial bid.
- iv. No extra amount shall be paid on any ground whatsoever.

Annexure I

Tender Submission Letter

To,
Secretary
Bureau of Energy Efficiency
4th Floor, Sewa Bhawan, R.K. Puram, Sector-I
New Delhi -110066, India

Sub: Tender No. : “BEE/E- Gov/S&L/27 due on 05/04/2019 by 1500 hrs.

Sir,

This is with reference to the tender as cited in the subject above. We enclose herewith our bid in the format and in separate sealed covers for the Technical and Financial Bids respectively as stipulated therein.

The following Annexure have been included:

1. Annexure II

- i. Annexure II – A
- ii. Annexure II – B
- iii. Annexure II – C
- iv. Annexure II – D
- v. Annexure II – E

2. Annexure III

3. Annexure IV

- i. Annexure IV – A

4. Annexure V (In a separate sealed cover)

Our bid is being submitted as a Joint Venture / Consortium for which we have enclosed all documents as stipulated in the tender. *(Delete this sentence if not applicable).*

We confirm having read and understood the scope of work, and the Terms & Conditions as indicated in your tender. We hereby convey our unconditional acceptance of all the Terms & Conditions of the tender.

We hereby declare that all the information and statements made in our Bid are true, and accept that misrepresentations, if any, contained therein may lead to our disqualification.



We undertake not to influence the selection process in any manner (directly or indirectly), and understand that failure to comply with this requirement would render our bid liable for disqualification.

Thanking you,

Yours faithfully

(Signature of Authorized Signatory)

Name of Authorized Signatory

Designation/Title of Authorized Signatory

Name of Company

Seal of Company

Date: _____

Place: _____

Technical Bid Submission Letter

To,
Secretary
Bureau of Energy Efficiency
4th Floor, Sewa Bhawan, R.K. Puram, Sector-I
New Delhi -110066, India

Sub: Tender No. : “BEE/E- Gov/S&L/27 due on 05/04/2019 by 1500 hrs

Sir,

With reference to your tender as cited in the subject above, please find enclosed our Technical Bid, vide the Annexures as attached herewith duly numbered in accordance with the tender requirements:

1. Annexure II-A covering our experience in development of web based applications.
2. Annexure II-B List of Projects implemented by the bidder Organization.
3. Annexure II-C covering the proposed methodology and technical approach for carrying out the activities in respect of the project, details of the proposed work plan, project management, and any other associated details in support of our capabilities to meet the technical requirements of the tender.
4. Annexure II-D containing the formats of the reports to be submitted to BEE.
5. Annexure II-E Statement of Compliance with the Technical Bid Requirements.

We hereby declare all the information as submitted along with our Technical Bid is true to the best of our knowledge and belief. We understand that misrepresentations, if any, would render our bid liable for disqualification.

Name of Firm/Company _____

Signatory of Authorized Signatory _____

Name of Authorized Signatory _____

Designation/Title: _____

Date: _____

Company Seal: _____

Annexure II A

Bidder's Experience Format

[Using the format below, provide information on each assignment for which your firm was legally contracted either individually or as one of the major companies within a Joint Venture/ Consortium for carrying out services similar to the ones as requested under this assignment.]

- i. The bidder should give information about a minimum of five projects and maximum of seven projects on application development and mobile application respectively covering the areas of scope of work as indicated in this tender.
- ii. Only the projects developed on DOTNET platform will be used for the evaluation purpose in case of application development and in case of mobile application developed on android/iOS/windows platform will be used for the evaluation purpose.
- iii. The bidder should give information about a minimum of one projects and maximum of three projects on Working with security layer application integration using Digital Signature, One Time Password (OTP) generation, Secured Financial Application related work, Multilingual websites etc.
- iv. Both the tables mentioned below are mandatory.

Assignment name:	Approx. value of the contract (in INR):
Location:	Duration of assignment (months):
Name of Client:	Total No. of staff-months of the assignment:
Address:	
Start date (month/year):	
Completion date(month/year):	
Name of JV Partner(s), if any:	Name of senior professional staff of your firm involved in the project and functions performed (indicate most significant profiles such as Project Director/Coordinator, Team Leader):



Description of Project:
Detailed description of the technology used in the Project (Language/Platform/database/any third party software etc.)
Description of actual services provided by your staff within the assignment:

Note:

The above format is to be filled in for each assignment.

Name of Firm/Company: _____

Signatory of Authorized Signatory _____

Name of Authorized Signatory _____

Designation/Title: _____

Date: _____

Company Seal: _____

Annexure II B

List of Projects implemented by the bidder Organization

Type of Projects	List of Projects	Description of the Project	Platform details	Cost of the Project
QR Code Implementation/	1	1	1	
Application Development/	2	2	2	
Mobile Application	3	3	3	
Development/Maintenance	4	4	4	
Project etc.	5	5	5	

Details of all above mentioned these project shall be shown in ANNEXURE II-A (Prior experience), otherwise those projects will not be considered for evaluation. BEE has complete right to ask for relevant documents such as work order/completion certificate for these projects. Non availability of such document may lead to rejection of bid/contract at any stage of the project.

Annexure II-C

Proposed Methodology and Technical Approach

[Provide details of the proposed work plan, project management, and any other associated details in support of our capabilities to meet the technical requirements of the tender.]

The following is to be indicated:

a) Your understanding of the Scope of Work.

b) Project Implementation Strategy - The implementation strategy should define the approach for executing the work as specified in the tender. The information to be provided by you should include but not be limited to the following:

- i. Methodologies you would propose commensurate with the scope of work.
- ii. Plan of Implementation.
- iii. Project Management.
- iv. Technical tools proposed to be deployed.
- v. Proposed coordination with BEE during Project Implementation.
- vi. Explain the technical approach to be adopted.
- vii. Application Security Standard to be followed.
- viii. Proposed Architecture

c) Project Work Plan: A project work plan will outline the specific detail on how a project will be conducted, who will work on which part, and when and in what order each part will be accomplished. Project work plans would include the following elements:

- A short description of the project's objective.
- A list of personnel participating in the project.
- A list of all equipment and facilities to be used in the project.
- A breakdown of the project into specific tasks, with indications of which tasks are dependent upon the completion of others.
- A schedule indicating when each task will be started and when it will be completed and who will perform it; this information may be represented as an annotated bar chart.



d) Assurance Letter / Certificate: The bidder shall submit a letter in written to BEE that all the proposed methodology and technical approach in terms of proposed architecture and security policy said by the bidder are to be implemented in further new developments of S&L application.

Name of Firm/Company: _____

Signatory of Authorized Signatory _____

Name of Authorized Signatory _____

Designation/Title: _____

Date: _____

Company Seal: _____

Annexure II-D

Format of Reports

Submission of all types of Reporting Formats and Documentations to be submitted to BEE by the Bidder:

For e.g.: Monthly Report, Quarterly Report, Audit Trails, and implementing the proposed solutions.

Annexure II-E

Sl No	Criteria	Compiled (Yes/No)
1	Is the Tender fee of Rs. 5000 through Demand Draft drawn in favour of “Bureau of Energy Efficiency”, payable at New Delhi, enclosed?	
2	Is the EMD of Rs. 7 lakhs through Demand Draft drawn in favour of “Bureau of Energy Efficiency”, payable at New Delhi, enclosed?	
3	Whether Annexure II has been submitted	
4	Whether Annexure II-A has been submitted	
5	Whether Annexure II-B has been submitted	
6	Whether Annexure II-C has been submitted	
7	Whether Annexure II-D has been submitted	
8	Whether Annexure II-E has been submitted	
9	Whether all copies ask for have been duly attested by Notary Public	

We hereby confirm that we are not currently on the black list of any Central/State Govt. organization / PSU.

Name of Firm/Company: _____

Signatory of Authorized Signatory _____

Name of Authorized Signatory _____

Designation/Title: _____

Date: _____

Company Seal: _____

Annexure III

Statement of Compliance with the Pre-qualification (PQ) Criteria

SL No	Criteria	Yes/No
1	Experience of successful completion of IT Security audit and Software Application Development as at serial no. ii / iii / xi of PQ criteria	
2	Attested copies in support of Experience as at serial no. ii / iii / xi of PQ criteria has been submitted (ref serial no. iv of PQ criteria)	
3	Whether a copy of certificate of registration of service tax has been submitted as per serial no. v of PQ criteria	
4	Whether copies of the audited balance sheet and Profit & Loss account of the said financial years have been submitted as per the requirement indicated at serial no. vii of PQ criteria	
5	Whether a copy of SEI CMMI Level 5 and above ISO 9001:2008 or higher (For Quality Management System) or ISO 27001:2013 or higher (Information security Management System) Certificate has been enclosed as per the requirement indicated at serial no. viii of PQ criteria.	
6	Whether the bidder commits to positioning of a 3 senior software professionals on full time basis at the BEE office during the contract execution, as indicated at serial no. ix of PQ criteria.	
7	Whether a copy of the certificate of Registration of the company has been submitted as required at serial no. i of PQ criteria.	
8	Whether copies of documents as required have been duly attested by Notary Public.	

We hereby confirm that we are not currently on the black list of any Central/State Govt. organization / PSU.

Name of Firm/Company: _____

Signatory of Authorized Signatory _____

Name of Authorized Signatory _____

Designation/Title: _____

Date: _____

Company Seal: _____

Annexure IV

Team Composition for the project

Sl No	1. Name of the Person	2. Role (Team Leader/ Team Member/ Other)	3. Year of relevant experience	4. List of Projects (in the software development)	5. Details of the Project	6. Signature of the person

1. Role of the person in this project
2. Year of relevant experience and same should also be depicted in the attached resume of the person.
3. List of Projects relevant to software development and same should also be depicted in the attached CV (Curriculum Vitae) of the person.
4. Description of the project
5. Signature should be original and signed in ink by all team members and also attach self-attested copy of PAN card/Passport etc. for verification of signature. Bid will be rejected, if signatures are not valid/not signed in original.

Annexure IV A

CV of Team Members

Provide CVs of the proposed team for undertaking the current assignment. The CVs to be included in the following format:

FORMAT

1. Name:
2. Proposed Position:
3. Name of Firm:
4. Date of Birth:
5. Nationality:
6. Education (In Reverse Chronology):

Sl No	Name of Degree	Year	Institution
1			
2			
3			

7. Other Training:
8. Countries of Work Experience:
9. Languages

Language	Read	Write	Speak

10. Employment Record

Firm/ Organisation	From – To	Designation / Role

11. Projects undertaken:

Name of the Project	Role	Duration	Oranisation	Relevant to financial /energy efficiency/any other development projects	Details of the Assignment



12. Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes me, my qualifications, and my experience. I understand that any willful misstatement described herein may lead to my disqualification or dismissal, if engaged.

Date:

[Signature of staff member or authorized representative of the staff] Day/Month/Year

Full name, Signature and designation of authorized representative:

Annexure V

Financial Bid Submission Format

To,

**Secretary,
Bureau of Energy Efficiency,
4th Floor, Sewa Bhawan, R. K. Puram, Sector-I,
New Delhi-110066, India**

Sub: Tender No. : BEE/E-gov/S&L/27

Sir,

With reference to your tender as cited in the subject above, please find our Financial Offer as under:

SI No	Cost Head	INR
1	Cost of maintenance & new developments in S&L application (inclusive of manpower & software licences)	
2	Unconditional discount (if any)	
3	Total Cost (in figures)	
4	Total Cost (in words)	

Note: The quoted cost should be exclusive of taxes. (Tax will be paid extra as per the rules of Government of India and should be cleanly spelt in the financial bid.) Also, Cost of third party softwares if any will be reimbursed by BEE.

We hereby confirm the following:

- We accept the payment schedule and the terms of payment as indicated in the tender.
- There are no hidden costs in our offer over and above that which has been indicated above.
- Our price would remain valid for a period of 60 days from the date of opening of tender in accordance with the tender conditions.

Name of Firm/Company: _____

Signatory of Authorized Signatory _____

Name of Authorized Signatory _____

Designation/Title: _____

Date: _____

Company Seal: _____