

**Building & Other Constructions Welfare Board**  
**Office of Labour Commissioner, Uttarakhand,**  
**Shram Bhawan, Nainital Road Haldwani**  
**(Uttarakhand Government Undertaking)**  
**Uttarakhand**

Telephones :05946-280408

## **Short Term Tender Document**

“On-Line Database Application Design, Development, Implementation& Maintenance Support for Establishment | Worker Registration | CESS Calculation & Collection | Welfare Scheme Management.”

&

“On Line Database Application Design, Development, Implementation and Maintenance Support for PIS & Legal Internal Cases, Shop & Commercial Act, Factory Act, Motor Transport Act, Boiler Act, Industrial employment(Standing order) Act, Contract Labour Act and Interstate Migrant Labour Act” under e-Governance Of Labour Department, Uttarakhand.

**Tender Cost :- Rs. 680/-**

**Bid Reference:**

**Critical Dates:-**

S.no	Particulars	Date	Time
1	Publishing Date	14-12-15	
2	Bid Submission Start Date	15-12-15	10.00am
3	Bid Submission End Date	21-12-15	05.00pm
4	Bid Opening Date	22-12-15	12.00pm

**Place of Opening Bid:-**

Office of asst.director factory  
Shram Bhawan,298, himgiri vihar,ajabpur khurd ,  
Dehradoon,Uttarakhand,

This Document Contains – 43 pages

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**Bid Notice**

**“On-Line Database Application Design, Development, Implementation & Maintenance Support for Establishment | Worker Registration | CESS Calculation & Collection | Welfare Scheme Management.”**

**&**

**“On Line Database Application Design, Development, Implementation and Maintenance Support for PIS & Legal Internal Cases, Shop & Commercial Act, Factory Act, Motor Transport Act, Boiler Act, Industrial employment( Standing order) Act, Contract Labour Act and Interstate Migrant Labour Act” under e-Governance Of Labour Department, Uttarakhand.**

Bids are invited from experienced Service Providers, from 15-12-2015 to 21-12-2015 and e-Bids shall be opened on the 22-12-2015 or afterwards. The details of submission of Bids are available in the tender document. Secretary, BOCW Board reserves the right to cancel any or all the Bids or annul the Bidding process without assigning any reason thereof.

Labour Commissioner/Secretary  
Uttarakhand Building & Other Constructions  
Welfare Board, Haldwani

Bid Ref No :



## **About Department of Labour, Govt. of Uttarakhand**

The Labor Department is one among the various administrative departments of government. At the government level, its highest officer is the Secretary (labor). In the Labour Department in Uttarakhand, under the state level, people are employed at various levels to provide solutions for the problems of workers working in different factories in the state, industries and schemes.

The Labour Commissioner is the head of the Labour organization, Uttarakhand. He is also the Head of the Department of Labor, Uttarakhand.

### **Constitution of uttrakhand Building and Other Construction Workers Welfare Board:-**

Building and Construction Workers (Employment and Service - bet Regulation) Act 1996 includes the provision for formulation of State Welfare Board. Uttarakhand Building and Other Construction Workers Welfare Board has been established under the extended arrangement of Rule 256 in the Regulation of 2009 stated under the act of 1996.

People employed in Building and other constructions works belongs to the category of unorganized laborers who are habituated to work under accident-prone conditions and also under criteria of irregular employment, undefined work durations, scarcity of definite welfare facilities, which make their conditions more miserable. In the scarcity of appropriate legal provisions, it was very difficult to get accurate details about accidents, assigning responsibilities to workers and beneficial ways into circulation. A need was felt to establish central laws in regard of worker's safety and in proper organization of welfare and other aided services. Building and Construction Workers (Employment and Service - bet Regulation) Act 1996 was established keeping in regard all the terms and condition, safety, health and welfare measures of workers.

#### **Uttarakhand Building and Other Construction Workers Welfare Board aims at-**

Objective: The people employed in Building and other Construction Works includes workers from unorganized sectors which are associated with very poor and the oppressed class. In order to facilitate improvement in their working and with the aim to provide financial aid under such conditions, the government led to the formulation of board for providing financial aid to them for their benefit under various schemes.

The aim is to improvise the standard of living of the workers employed in Building and Other Constructions Works by improving the quality of their work and providing financial help under various schemes for their benefit.





## **SECTION I: Letter of Invitation**

Through this Tender, it is intended to invite Bids for the selection of appropriate Software Agency/firm for the work of "On-Line Database Application Design, Development, Implementation & Maintenance Support for Establishment | Worker Registration | CESS Calculation & Collection | Welfare Scheme Management."

&

"On Line Database Application Design, Development, Implementation and Maintenance Support for PIS & Legal Internal Cases, Shop & Commercial Act, Factory Act, Motor Transport Act, Boiler Act, Industrial employment (Standing order) Act, Contract Labour Act and Interstate Migrant Labour Act" under e-Governance Of Labour Department, Uttarakhand.

1. Bidders are advised to study the Bid document carefully.
2. Submission of Bids against this tender shall be deemed to have been done after careful study and examination of the procedures, terms and conditions of the Bid document with full understanding and its implications.
3. The Board may, at its own discretion, extend the date for submission of Bids. In such case all the rights and obligations of the Board and Bidders previously subject to the deadline will thereafter be subject to the deadline as extended.

Important Details of Tenders are as follows:-

<b>Bid Reference No.</b>	
<b>Purpose</b>	"On-Line Database Application Design, Development, Implementation & Maintenance Support for Establishment   Worker Registration   CESS Calculation & Collection   Welfare Scheme Management."  & "On Line Database Application Design, Development, Implementation and Maintenance Support for PIS & Legal Internal Cases, Shop & Commercial Act, Factory Act, Motor Transport Act, Boiler Act, Industrial employment (Standing order) Act, Contract Labour Act and Interstate Migrant Labour Act" under e-Governance Of Labour Department, Uttarakhand.
<b>Date of Publication of e-Bid notice</b>	14-12-2015
<b>Last date for submission of Bids</b>	21-12-2015
<b>Site for submission of Bid</b>	
<b>e-mail address</b>	Lcukhld0@gmail.com
<b>Bid Inviting Officer</b>	Labour Commissioner/Secretary Uttarakhand Building & Other Constructions Welfare Board, Haldwani
<b>Date of opening of Bids</b>	22-12-2015
<b>Venue of Opening of Bids</b>	
<b>Contact numbers</b>	05946-280408
<b>Fax number</b>	05946-282805

6. BOCW Board reserves the right to cancel any or all the Bids or annul the Bid process without assigning any reason thereof.



## **SECTION II: INSTRUCTIONS TO BIDDERS (ITB)**

### **1. DEFINITIONS**

In this Contract, the following terms shall be interpreted:

- a) "Bid" means the Technical proposal and the financial proposal.
- b) "Instructions to Bidders" means the document, which provides interested Bidders with all information needed to prepare their Bids. This document also details out the process for the selection of the Consultant for the work mentioned in this tender document.
- c) "Scope of work" (SOW) means Scope of work mentioned in Section III: Terms of Reference of the Tender which explains the objectives, Scope of work, activities, tasks to be performed, and expected results and deliverables of the assignment, respective responsibilities of the Purchaser and the Bidder.
- d) "The Contract rates" mean the charges for the various consultancy assignments payable to the Consultant under the Contract for the full and proper performance of its contractual obligations.
- e) "Services" means the Development and implementation of application Software services and other obligations of the Service provider covered under the Work Order/Contract.
- f) "Day" means a calendar day.

### **2. THE BIDDING DOCUMENT**

#### **1. Availability of Tender Document**

You can buy the tender document from the BOCW Board Office At cost of Rs. 680/- or Download from the [www.http://labour.uk.gov.in/](http://labour.uk.gov.in/) and Submit the Demand Draft for the same amount to Rs.680/- **in favor of Labour Commissioner/Secretary Uttarakhand Building & Other Constructions Welfare Board, Haldwani payable at Haldwani**

#### **2. Contents of e-Bid Document**

The nature and types of various consultancy services required, Bidding procedure, terms and conditions etc. are prescribed in the bid document. The bid document includes:

- SECTION I : LETTER OF INVITATION
- SECTION II : INSTRUCTIONS TO BIDDERS (ITB)
- SECTION III : TERMS OF REFERENCE (TOR) AND SCOPE OF WORK
- SECTION IV : BIDDER'S ELIGIBILITY CRITERIA
- SECTION V : STANDARD TERMS AND CONDITIONS
- SECTION VI : TECHNICAL PROPOSAL SUBMISSION FORM (Annexure I & II)
- DECLARATION FOR PROPOSAL SUBMISSION FORM (Annexure III)
- FINANCIAL PROPOSAL SUBMISSION FORM (Annexure IV)

The Bidders are expected to examine all the instructions, forms, terms and conditions, requirements and qualifications in the tender documents. Failure to furnish all the information required as per the Bidding documents or submission of a Bid not responsive to the tender document in every respect will be at the Bidder's risk and May result in the rejection of his Bid.

#### **3. Clarifications of Tender Documents**

A prospective Bidder requiring any clarification of the tender documents May raise their point of clarification to BOCW Board.





#### 4. PREPARATION & SUBMISSION OF Bids

##### 4.1 Documents Constituting the Bid

The Bids prepared by the Bidder shall comprise the following components:

- a) Technical proposal
- b) Financial proposal

##### 4.2 Documents Establishing Bidder's Qualification

The Bidder shall furnish, as part of Technical Proposal, documents establishing the qualification to perform the Contract. The Bidder in hardcopy should submit the documentary evidence in support of the information furnished. The Bidder's eligibility criteria and selection procedure are defined in the Tender document.

#### 5 Format and Signing of Bids

The Bidder shall prepare hard copy for the Bids.

Bidder or a person or persons duly authorized to bind the Bidder to the Contract. The person authorized to sign the Bid shall also sign all the pages/ documents of the Bid manually.

#### 6. Submission of Bids

The Tenders should be addressed to BOCW Board Office, haldwani , Uttarakhand. Should be enclosed in two (02) separate envelopes:

##### Part I :

Comprising of EMD, Tender Fee draft and all paper required and signed copy of tender document duly signed and envelop should be super scribed as "On-Line Database Application Design, Development, Implementation & Maintenance Support for Establishment | Worker Registration | CESS Calculation & Collection | Welfare Scheme Management."

&

"On Line Database Application Design, Development, Implementation and Maintenance Support for PIS & Legal Internal Cases, Shop & Commercial Act, Factory Act, Motor Transport Act, Boiler Act, Industrial employment (Standing order) Act, Contract Labour Act and Interstate Migrant Labour Act" under e-Governance Of Labour Department, Uttarakhand.

##### Part II :

Comprising of Price Bid, and the envelop should be super scribed as "Price Bid for "On-Line Database Application Design, Development, Implementation & Maintenance Support for Establishment | Worker Registration | CESS Calculation & Collection | Welfare Scheme Management."

&

"On Line Database Application Design, Development, Implementation and Maintenance Support for PIS & Legal Internal Cases, Shop & Commercial Act, Factory Act, Motor Transport Act, Boiler Act , Industrial employment (Standing order) Act, Contract Labour Act and Interstate Migrant Labour Act" under e-Governance Of Labour Department, Uttarakhand.

Any other condition laid etc. will make the tender liable to be rejected.

Tenders may be dropped in the tender box kept in Office of Asst. Director Factory Shram Bhawan, 298- Himgiri Vihar, Ajabpur Khurd , Dehradun, Uttarakhand

Bids will be opened on due date and time as indicated, in the presence of the available Tenderers or their representatives.



### **SECTION III: TERMS OF REFERENCE (TOR) AND SCOPE OF WORK**

**“On-Line Database Application Design, Development, Implementation & Maintenance Support for Establishment | Worker Registration | CESS Calculation & Collection | Welfare Scheme Management.”**

**&**

**“On Line Database Application Design, Development, Implementation and Maintenance Support for PIS & Legal Internal Cases, Shop & Commercial Act, Factory Act, Motor Transport Act, Boiler Act-1923, Industrial employment (Standing order) Act, Contract Labour Act and Interstate Migrant Labour Act” under e-Governance Of Labour Department, Uttarakhand.**

#### **Project Understanding & Scope:-**

In order to fulfill the Project Objectives in an efficient manner, below mentioned a detailed structure of the Application keeping well in mind all the concerned users of the web portal. The purpose of this document is to describe functional requirement specifications for BOCW

- **This would help to effectively manage the registration process and allocate the funds, under various welfares schemes, safety, health and other matters connected therewith or incidental thereto.**
- **The MIS reports will have to get the latest information about the workers all over the state and also ensure government revenue through it On-line Registration, license of commercial establishments/factories and renewal thereof under the specified labor laws.**
- **On-line submission of returns under various labor laws.**

The Phase is as described below:

#### **PHASE – I (SYSTEM REQUIREMENT SPECIFICATIONS)**

- MODULE 1.1 : Onsite Study
- MODULE 1.2 : Requirement Study
- MODULE 1.3 : SRS Preparation
- MODULE 1.4 : SRS Report Submission

#### **PHASE – II (APPLICATION DEVELOPMENT)**

- MODULE 2.1: Workers Registration
- MODULE 2.2: Building/Establishment Registration
- MODULE 2.3: CESS Collection
- MODULE 2.4: Online CESS Payment
- MODULE 2.5: Welfare Scheme Management

#### **Separate Modules for all 11-Schemes;**

- a. Pension Scheme
- b. Residence Construction loan help scheme
- c. Construction worker's Critical Illness Welfare Scheme
- d. Accident Relief Scheme
- e. Death and funeral scheme
- f. Under RSBY Health Insurance scheme
- g. Skill development, Technology up gradation and certification welfare scheme
- h. Tool allowance scheme for Construction worker's
- i. NirmanKamgarPutri or self-women labor VivahYojna
- j. Maternity Benefit Scheme
- k. BicycleBenefit Scheme
- l. Labours Group Insurance scheme





MODULE 2.6: Budget Monitoring System

MODULE 2.7: User Management

MODULE 2.8: MIS Reporting

**PHASE – III (APPLICATION DEPLOYMENT)**

MODULE 3.1: Application Deployment

**PHASE – IV (APPLICATION IMPLEMENTATION)**

MODULE 4.1: Application Implementation

**PHASE – V (Onsite Support @ BOCW Board Office for One Year)**

Providing Technical Manpower (Sr. Software Engineers with Data Entry Operators)

**PHASE – VI (Annual Maintenance Support for 1-Year)**

Annual Maintenance Contract between BOCW board and the successful Bidder.

**Scope:-**

This document captures agreement on the following:

**Functional Requirements**

The proposed system should allow:

1. Automation of BOCW tasks such as registration of workers & Establishment owners.
2. CESS collection & workers welfare schemes.
3. Automation of registration process all over the state across all Districts.
4. Online registration & renewal fee for workers & contractors.
5. Automate the building/establishment registration process all over the state.
6. Automate the CESS Collection process all over the state.
7. Online payment of CESS.
8. Automate the registration process and checklist review for various welfare schemes.

**Non-Functional Requirements**

1. Simple User interface for easy usability and end user comfort.
2. Integration with a suitable service provider for sending reminder SMS alerts.
3. The proposed system should have modular design so that it can be easily customized.
4. Ability to extend it to PAN India level and later to integrate it UID project.

**Glossary of Terms**

BOCW :-Building and Construction Workers

DLC :-Deputy Labor Commissioner

LEO :-Labor Enforcement Officer

URN :-Unique Registration Number

CESS:- **Cess** is term for a tax, several special taxes, such as a property/ building tax

**System Requirements**

All Hardware infrastructure establishments done by bidder only for the operations of the projects.



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### Current System

As per regulation of employment and conditions of service (ACT 1996), all Addl. Labor Commissioner's and deputy Labor Commissioner's have been notified as registering authority. Currently all labor details such as their demographic data are captured manually at different locations for registration. Once the registration has been done this help labor to avail the welfare schemes running out by the BOCW board.

The firm is registered by DLC once the Labor Inspector inspects all the corrective measures of safety guidelines at work place.

### Proposed System

BOCW labor would be Internet based system to facilitate the registration of workers, establishment, for different schemes and CESS collection across the state and use of collected funds for welfare of construction workers through different welfare schemes after registering them. The system will also provide the facility of online registration for works and building and online CESS submission for building owners.

BOCW project is an initiative to assign a unique registration number to each labor and automate the registration process of labor. This unique registration number (URN) will act as an identity, which can be used across 17 regions defined as per schedule. Each URN will be associated to a bank account, which will help to manage monetary transactions. Besides, this will help labor to avail necessary facilities as per regulations of act. This system will help to capture number of labor working in state.

### PHASE – I (SYSTEM REQUIREMENT SPECIFICATIONS)

System Requirement Specification preparation will be the requirement gathering phase in which Bidder will have detailed discussions with the supervisors of the LABOUR COMMISSIONER OFFICE on various aspects regarding the understanding of the project.

The following activities will be covered under the scope of work:

- 1.1. Onsite Study
- 1.2. Requirement Study
- 1.3. SRS Preparation

Bidder will prepare the final System Requirements Specification (SRS) document at the end of the system study phase, which will cover the complete functional as well as nonfunctional requirements by the LABOUR COMMISSIONER OFFICE. Following is the list of point, which will be covered under the SRS document.

1. Introduction
  - a. Purpose
  - b. Document Conventions
  - c. Intended Audience
  - d. Additional Information
  - e. Contact Information/SRS Team members
  - f. References
2. Overall Description
  - a. Product Perspective
  - b. Product Functions
  - c. User classes and characteristics
  - d. Operating environment
  - e. User environment
  - f. Design/implementation constraints
  - g. Assumptions and dependencies



3. External Interface Requirement Page
  - a. User Interfaces
  - b. Hardware Interfaces
  - c. Software Interfaces
  - d. Communication Protocols and Interfaces
4. System Features
  - a. System Features
  - b. Description & Priority
  - c. Action/Result
5. Functional Requirements
  - a. Functional Requirements
  - b. System Flow
  - c. Data Flow
6. Non-Functional Requirements
  - a. Performance Requirements
  - b. Safety Requirements
  - c. Security Requirements
  - d. Software Quality Attributes
  - e. Project Documentation
  - f. User Documentation
7. Appendix: Terminology/Glossary/Definitions List
  - a. List of Terminology/Glossary/Definitions
  - b. List of Conventions Used

#### **1.4. SRS Report Submission**

Finally bidder will prepare the SRS report which will contain the key learning points, if any, which the team would experience during the study phase. These key-learning points will help the other team members during the actual developments and implementation.

### **PHASE - II (APPLICATION DEVELOPMENT)**

#### **2.1 Module 1: Workers Registration**

All the workers have to register themselves by giving their details and paying registration & renewal fees at various centers.

- a. **Workers Registration:** This form includes information like gender, age, ethnicity, knowledge of languages, mobility, home ownership, employment status, even location and family details etc. A worker must have worked 90 days with one or more employers in one year. A status field to capture the status of the process like application received, pending, registered.





c. **Workers Card:** On successful registration the status is changed to register and each worker is issued a card with unique number.

d. **Reminder System:** Reminder system for renewal fees on annual basis

- I. SMS on mobile
- II. Email if applicable
- III. Letter on correspondence address

E. **Other Documents:** Ability to attach scanned documents, work file, photo etc. with each worker record.

f. **Generate Receipt & Print:** Ability to generate receipt like Application received etc. and print it.

## 2.2 Module 2: Online Workers Registration

Workers would be able to register directly by visiting a website; .....

a. **Online Registration Form:** Filling the registration form online.

b. **Batch Registration:** Facility to register multiple workers in batches by uploading the worker details using excel file, and making payments.

## 2.3 Module 3: Building/ Establishment Registration

All building/establishment more than Rs.10, 00,000/- construction cost (excluding cost of land) & employing working have get registered under BOCW Act.

a. **Building Registration:** This form includes information like name & location Address, nature of building & construction work, maximum number of workers etc.

b. **Calculate Fee:** Fees for registration is calculated as per "UTTRAKHAND Building and other Construction Workers (Regulation of Employment and Conditions of Service) Rules,- 2005, "Section-27"

c. **Payment Type:** A building owner can pay using any of the below ways:

- I. Cash
- II. Cheque
- III. Demand Draft (DD)
- IV. Bank Challan (Bank details & challan would be captured)

d. **Documents:** Ability to attach scanned documents, word file, photo etc. with each worker record.

e. **Generate Receipt:** Ability to generate receipt like Application received, certificated of registration etc. and print.

## 2.4 Module 4: CESS Collection

Establishment CESS - As per Building and Other Construction Workers' Welfare CESS Act, 1996;BOCW CESS is to be paid by the contractor who got registered under BOCW Act; within thirty days of completion of the construction project or within thirty days of the date on which assessment of CESS payable is finalized, whichever is earlier, to the CESS collector.

a. **CESS Calculation:** The amount is 1% of the Contract Value of Construction work or the construction work carried out during the Financial Year.



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देहरादून



**b. CESS Collection:** Receiving amount & giving receipt to the building owner. The same would be updated against the building registration number.

**c. Reminder system to below notification on delay of CESS money to building owners**

I. SMS

II. Email

III. Letter

**d. Online Payment of CESS:** CESS can be paid online through NEFT/RTGS in the concerned account by using building owner registration number.

## 2.5 Module 5: Online CESS Payment

Building owners can pay their due CESS by visiting the website.

- a. View/Print Registration Details
- b. CESS payment
- c. Pending CESS details
- d. Earlier payment details

## 2.6 Module 6: Welfare Schemes

There is various Welfare schemes are running out in the interest of Building and Other Construction Workers launched by Uttarakhand. Building and Other Construction Welfare Board. Under these schemes various benefits are given to the workers as per specified conditions currently there are 11 welfare schemes:

- a. Provision of providing tool kits
- b. Provision of providing Cycle
- c. Provision of providing Sewing Machine
- d. Financial assistance for education of children (For class 6<sup>th</sup> to Higher Education )
- e. Medical assistance to beneficiaries
- f. death assistance to the dependents in case of normal death
- g. death assistance to the dependent if the death is due to an accident during the course of employment
- h. Under RSBY Health Insurance scheme
- i. Skill development, Technology up gradation and certification welfare scheme
- j. pension to the beneficiary who have completed the age of 60 Year
- k. Family pension to the surviving spouse in case of death of the pensioner
- l. Loan and advance for purchase or construction of house
- m. disability pension and exgratia
- n. Financial assistance for marriage of two daughters or in case of female workers for her own marriage
- o. Maternity benefit during the period of maternity
- p. Payment of funeral assistance

For each scheme system would have followings ONLINE Forms & Features:

- a. **Scheme Registration Form:** To add beneficiary to the scheme the worker must be registered to get the benefit of any scheme.
- b. **Documents Submission:** Ability to save scanned & other documents against every scheme registration.
- c. *Receipt for submission of for the scheme.*
- d. **Checklist of the Scheme:** There would be a checklist for the LEO, against which LEO will check the necessary documents& information provide is true in all respect. The LEO will fill the checklist after his investigation is complete.
- e. **Approval Process:** A defined approval process will be followed before allocation of funds to the worker (The approval process is online and updated by the concerned officer after validating the records manually).
- f. After the allocation of funds the receipt would be generated stating the scheme& amount received by the worker. (Bhugtan Praman Patra)
- g. **Status:** To get the status of each application. Funds allocated to beneficiary account.



## 2.7 Module 7: Separate Modules for all Schemes Monitoring System

- a. Provision of providing tool kits
- b. Provision of providing Cycle
- c. Provision of providing Sewing Machine
- d. Financial assistance for education of children (For class 6<sup>th</sup> to Higher Education )
- e. Medical assistance to beneficiaries
- f. death assistance to the dependents in case of normal death
- g. death assistance to the dependent if the death is due to an accident during the course of employment
- h. Under RSBY Health Insurance scheme
- i. Skill development, Technology up gradation and certification welfare scheme
- j. pension to the beneficiary who have completed the age of 60 Year
- k. Family pension to the surviving spouse in case of death of the pensioner
- l. Loan and advance for purchase or construction of house
- m. disability pension and exgratia
- n. Financial assistance for marriage of two daughters or in case of female workers for her own marriage
- o. Maternity benefit during the period of maternity
- p. Payment of funeral assistance

## 2.8 Module 8: Budget Monitoring System

This module enables Head finance/ finance controller to get organized by storing and organizing all financial information in one place in a centralized, secured and managed data format so that they have a complete view of all financial aspects at any time.

Further, the Head of the finance/ finance controller gets a consolidated accounts structure for all the locations, who are maintaining the accounts separately. This system manages all type of financial aspects through different locations periodically and reports are generated according to the designated office, as per the requirement in their routine working environment. The whole solution strictly follows the all standard accounting guidelines.

### Functions

- Expected Budget financial year wise, scheme wise
- Budget Sanction against expected
- Provision for recording of grant of budget, along with details all details like bank name, cheque number etc
- Fund transfer details
- Allocation of budget in different heads
- Expenditure details in different heads
- Budget Surrender in case of unconsumed amount

### Reports

- Details of expected and sanctioned budget in one view
- Fund transfer letter
- Month wise expenditure details
- Budget Head wise expenditure details
- Central scheme wise expenditure details
- Fund Transfer History
- Complete view of Expected, Sanctioned, Received and Expenditure Scheme wise & Head wise

## 2.9 MIS Reporting

Region wise workers registered report

- a. Region wise building registered report
- b. Region wise CESS Collection
- c. Region wise CESS Pending
- d. Scheme
  1. List of beneficiary applied for schemes
  2. List of approved beneficiary/
  3. Fund allocation under the scheme.
- e. Inspection Details Report
- f. Providing Search Tool for searching any information



## 2.10 Master Data

- a. Worker Master Data
  1. Registration amount
  2. Renewal Fees
  3. Renewal Time Period
- b. Building Registration Master data
  1. Building registration fee calculation rules
- c. CESS Calculation
  1. Percent of CESS on Construction Cost

## 2.11 Inspection

The inspectors inspect construction sites. If the irregularities are found regarding the norms of BOCW Act then show cause notice has been sent to the Construction companies or owner of Construction place.

There are two kind of inspection:-

- a. Welfare by Main wing officer
- b. Health & safety by inspectors

The inspection reports are sent to the Labor Commissioner by the inspection indicating the articles of the Act, which are violated by the construction company.

- a. Inspection Type & details
- b. Irregularities found details
- c. Rectify measure

## 2.12 User Management

The system will have role & user base approach:

### Roles:

- a. Add/Edit/Delete Role.
- b. Define access right & Permission for the roles.

### User:

- a. Create/edit/delete/user on role basis.
- b. User will be belonging to one role or more roles.
- c. Various users can be used using role.
- d. Only Admin user can create roles & user.
- e. User have right to change its password.

## PHASE - III (APPLICATION DEPLOYMENT)

Bidder will provide team of experts who would undertake careful deployment of the developed application. The developed application as per its structure would be installed locally with some modules OR hosted on the secured web server to maintain fully secured accessibility.

The structure of the overall distribution would be detailed properly in the System Requirement Specification document.

Bidder will provide a web-hosting server for securely deploying the developed application for its seamless access over web. Detail of the web-hosting server is as follows:

- Intel Xeon Quad Core E3-1220
- RAM – 4GB
- HDD – 2\*250 GB SATA
- RAID 1 / 2 NIC

Further, in order to trigger various alerts SMS, SMS Gateway will be established to enable the SMS Traffic to the desired functionaries. Various triggers that will be established for SMS will be:

- Building registration related alerts
- Worker registration related alerts
- Payment related alerts
- Other MIS alerts





### **Bulk SMS Service**

1. Single and Bulk Text Messaging
2. Schedule SMS
3. Bulk SMS directly from Excel
4. Flash SMS
5. Developer API (You can integrate SMS Solution with your software and can be automated)
6. Grouping Functionality
7. Import of Address book from text and Excel Files.
8. Single click SMS delivery to thousands of numbers.
9. Personalized Sender ID's (Up to 8 Alphanumeric characters)
10. Unicode SMS support (Arabic, Hindi, Tamil, etc., up to 70 characters per SMS)
11. SMS Scheduling (Sending SMS at a designated time)
12. Online Address Book
13. Online Group Management
14. MIS Reports
15. Real Time Delivery Reports and unlimited storage of all reports.
16. No setup fees
17. Fast Delivery to all networks Nationwide Network
18. Free Chat/Email/Telephone Support
19. Easy and Immediate deployment (Only requirement is an internet connection)
20. NDNC Nos. can be filtered without loss of any credits.
21. High-speed gateway available for priority customers.
22. Long SMS facility available (More than 160 Characters).

**Note: For using Bulk Transaction SMS services, the client would govern by TRAI norms and as per their Agreement.**

### **PHASE - IV (APPLICATION IMPLEMENTATION)**

After the Phase-V Application Deployment, there is need for the Application Implementation for the practical and real use of the application.

The following activities will be covered under the scope of work:

1. Training for the users of the LABOUR COMMISSIONER OFFICE Level
2. Training for the users of the Institute Level
3. Training for the users of the Data Entry Agency Level
4. User Manual (for the various users)
5. Online Help

### **PHASE – V (Onsite Support @ Labour Commissioner Office-Uttarakhand for Six Months)**

During this period Bidder will provide On-site technical support as per the need upon an agreed service level agreement. **Providing Technical Manpower (Sr. Software Engineers with Data Entry Operators)**

### **PHASE – VI (Annual Maintenance Support for 1-Year)**

In order to upkeep and maintain the services implemented, the above-mentioned services shall bear warranty against any software (studied and finalized by the client) defects/ bugs or malfunctioning for a required period from the date of implementation. During this maintenance period, if there will be any problem related to software programming, the same shall be rectified/ replaced in maintenance contract.





## Tools & Technologies

Bidder will enable the client with latest web technology providing online users an interactive and fast web service.

Since the complete application is browser based, so the client needs Internet Access (Broad Band connectivity with minimum 2mbps DTR) and Browser (Internet Explorer 7.0 or later/ Mozilla10.0 or later/ Google Chrome) on their machine to access this application.

Note: Required Optional Support & Services for Sr. Software Engineer & Data Operators (if required)

Note: - The above Specification of Hardware has been provided/approved by the Client Department. If you feel that the above specifications are nonsufficient for the proposed application software then in that case you are requested to kindly propose your Hardware Specifications on separate sheet.

**A. e-Governance Project for Labour Department (Uttarakhand) Study, Design, Development, Implementation & Maintenance Support Administration – PIS & Legal – Internal Cases Uttarakhand Shop & Commercial Act-1962 & The Factories Act- 1948 Registration, Establishment & Payments (Online and through Challan)(Up-gradation) Motor Shop Act- 1961, Boiler Act-1923, Industrial employment (Standing order) Act-1946, Contract Labour Act- 1979 and Interstate Migrant Labour Act- 1979 Registration, Establishment & Payments (Online and through Challan)**

### 1. Project Understanding & Scope

Bidder should understand the importance of the Web Portal as well as online customized application for LABOUR Department. In order to fulfill the Project Objectives in an efficient manner, Bidder will give a detailed structure of the Application (given below) keeping well in mind all the concerned users of the web portal.

The purpose of this document is to describe functional requirement specifications for Labour Department;

- This would help to effectively manage the Administration, Shop, Factories, Motor, Boiler Act, Industrial employment (Standing order) Act, & Labours - Establishment registration process and employee strength with different mode of Payment (Online payment & challan system).
- The MIS reports will have to get the latest information about the Registration all over the state and also ensure government revenue through it On-line Registration.
- On-line submission of Establishment registration, Modification & Payments.
- To manage all Legal cases (Internal) and its records with proper alerts & reports



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Required integrated web application in phases, deliverable of each Phase as described below:

**PHASE – I (SYSTEM REQUIREMENT SPECIFICATIONS)**

- MODULE 1: Onsite Study
- MODULE 2: Requirement Study
- MODULE 3: SRS Preparation
- MODULE 4: SRS Report Submission

**PHASE – II (APPLICATION DEVELOPMENT)**

**MODULE 1: Administration – Personal Information System (New) for 3-Associations**

1. Labour Commissioner Association,
2. Employment Association
3. Employee State Insurance Scheme, Uttar-Pradesh

**MODULE 2: Administration –Legal – Internal Cases (New)**

**MODULE 3: Uttarakhand Shop & Commercial Act- 1962 Registration, Establishment & Payments (Online and through Challan) (Up-gradation)**

**MODULE 4: The Factories Act- 1948 Registration, Establishment & Payments (Online and through Challan) (Up-gradation)**

**MODULE 5: Motor Shop Act- 1961 Registration, Establishment & Payments (Online and through Challan) (New).**

**MODULE 6: Boiler Act-1923 Registration, Establishment & Payments (Online and through Challan) (New).**

**MODULE 7: Contract Labour Act- 1979 Registration, Establishment & Payments(Online and through Challan) (New)**

**MODULE 8: Interstate Migrant Labour Act- 1979 Registration, Establishment & Payments (Online and through Challan) (New)**

**MODULE 9: Industrial employment (Standing order) Act-1946 Registration, Establishment & Payments (Online and through Challan) (New)**



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**MODULE 9: User Profile Management & Login Creation**

**MODULE 10: SMS & E-mail Updating Application to make system compatible with SMS & e-mails.**

**MODULE 11: MIS Reports & Alerts**

**PHASE – III (APPLICATION DEPLOYMENT)**

MODULE 1: Application Deployment

**PHASE – IV (APPLICATION IMPLEMENTATION)**

MODULE 1: Application Implementation

**PHASE – V (Onsite Support for Three-Months)**

Providing Technical Manpower (Sr. Software Engineers with Data Entry Operators)

**PHASE – VI (Annual Maintenance Support for 1-Year)**

Annual Maintenance Contract between for One-Year. (This maintenance support is not under BO/BOOT based project)

**PHASE – I (SYSTEM REQUIREMENT SPECIFICATIONS)**

System Requirement Specification preparation will be the requirement gathering phase in which Bidder will have detailed discussions with the supervisors of the LABOUR Department OFFICE on various aspects regarding the understanding of the project.

The following activities will be covered under the scope of work:

**1.1. Onsite Study**

Bidder will depute a team of experts for system study at your office, which will conduct the system study and prepare the System Requirement Specification document at the end of the designated time schedule.

**1.2. Requirement Study**

Bidder will gather all the inputs/outputs and respective processes and activities being carried out at your office(s) which will in turn help us to prepare system study report at the end of the cycle.

**1.3. SRS Preparation**

Bidder will prepare the final System Requirements Specification (SRS) document at the end of the system study phase, which will cover the complete functional as well as nonfunctional requirements by the LABOUR Department. Following is the list of point, which will be covered under the SRS document.

**1. Introduction**

- a. Purpose
- b. Document Conventions
- c. Intended Audience
- d. Additional Information
- e. Contact Information/SRS Team members
- f. References

**2. Overall Description**

- a. Product Perspective
- b. Product Functions
- c. User classes and characteristics
- d. Operating environment
- e. User environment
- f. Design/implementation constraints
- g. Assumptions and dependencies

**3. External Interface Requirement**

- a. User Interfaces
- b. Hardware Interfaces
- c. Software Interface





- d. Communication Protocols and Interfaces
- 4. System Features
  - a. System Features
  - b. Description & Priority
  - c. Action/Result
- 5. Functional Requirements
  - a. Functional Requirements
  - b. System Flow
  - c. Data Flow
- 6. Non-Functional Requirements
  - a. Performance Requirements
  - b. Safety Requirements
  - c. Security Requirements
  - d. Software Quality Attributes
  - e. Project Documentation
  - f. User Documentation
- 7. Appendix: Terminology/Glossary/Definitions List
  - a. List of Terminology/Glossary/Definitions
  - b. List of Conventions Used

#### 1.4. SRS Report Submission

Finally Bidder will prepare the SRS report which will contain the key learning points, if any, which the team would experience during the study phase. These key-learning points will help the other team members during the actual developments and implementation.

#### Deliverables of the Phase

- Software Requirement Specification
- Functional Strategy Specification
- Infrastructure Specification
- Hosting Specification

#### Benefits

1. Clear understanding between the LABOUR Department and BIDDER for the Application Design and Development
2. Scope of optimization at the first level
3. Complete view of all the required infrastructure
4. Seamless integration with any existing software applications

#### Timeline 15-Days

#### PHASE - II (APPLICATION DEVELOPMENT)

#### MODULE 1: Personal Information System for 3-different associations –

1. Labour Commissioner Association
2. Employment Association
3. Employee State Insurance Scheme, Uttar-Pradesh

#### With following features;

Appointment | Profile | Family Details | Qualification | Pay scale | Transfer & Posting | Awards | Punishment | Promotion | Training | Character Certificate | Disciplinary Actions | Retirement | Leaves | Reports | **Complete SERVICE BOOK**

#### 1. Personnel Information System

Human Resource is an organizational function that deals with issues such as recruitment and selection, training, appraisal, compensation and performance management of the employee. HRMS module is web-based system to provide HR Staff Managers, Business Line Managers and Employees to collaborate and manage their responsibilities effectively in line with organizational Goals and objectives.





## Functions

The functions of HRMS can be broadly stated as:

- Organizational set up and configuration
- Defining organizational structure and hierarchy.
- Updating organizational structure and hierarchy.
- Defining and maintaining employee classification and hierarchy.

## Personnel Management

- Employee details maintenance
- Maintaining service records of employees.
- Employee benefits details maintenance
- Tracking changes in salary scales and allowances.
- Producing appropriate reports.

## Attendance management & Leave details

- Tracking attendance registers.
- Tracking late arrivals.
- Tracking overtime.

## Training Management

- Training details maintenance
- Tracking budgetary allocations.
- Tracking internal training programmes.
- Maintaining details of training institutions.
- Maintaining training requests and requirement details.
- Maintaining post-training details.
- Maintaining post-training work reallocations.

## Transfers and Posting Management

- Maintaining deputation details.
- Generating transfer details.
- Manpower planning
- Maintaining transfer details.

## Performance-appraisal management

- Generating details of reminders for performance-appraisal reports.
- Promotion-details management
- Generating lists of eligible candidates.
- Grading eligible candidates.
- Maintaining details of promotions.

## MODULE 2: Legal Management System for Internal Cases, Notices & Judgments

### Masters

1. Mandal Master
2. District Master
3. Counsel Master
4. Act Master
5. Court Master
6. Activity Master (Send Summon, Send Notice, Recovery, Submit Documents)

### Transactions

1. Case Details
2. Case Proceedings
3. Case Decisions
4. Follow up for compliances of court directions by other departments
5. Compliances of Directions from Other Courts (High Court, Supreme Court)
6. Activities done by office as per Labour court direction

### Reports



- Case History
  - o Court Wise Cases
  - o Act wise Cases
  - o District/Mandal Wise Case List
  - o Any combination of above
- Activity To be Done for a particular duration
  - o Activity Wise
  - o Act Wise
  - o Court Wise
- Pending Case List on different criterions
  - o Court Wise Cases
  - o Act wise Cases
  - o District/Mandal Wise Case List
- Any combination of above
- Details of other court compliances of Court Wise

**MODULE 3: Uttarakhand Shop & Commercial Act- 1962 Registration, Establishment & Payments (Online and through Challan) (Up-gradation)**

**MODULE 4: The Factories Act- 1948 Registration, Establishment & Payments(Online and through Challan) (Up-gradation)**

**MODULE 5: Motor Shop Act- 1961 Registration, Establishment & Payments (Online and through Challan) (New)**

**MODULE 6: Interstate Migrant Labour Act- 1979 Registration, Establishment & Payments (Online and through Challan) (New)**

**MODULE 7: Boiler Act- 1966 Registration, Establishment & Payments (Online and through Challan) (New)**

**MODULE 8: Contract Labour Act- 1979 Registration, Establishment & Payments(Online and through Challan) (New)**

**MODULE 9: Industrial employment (Standing order) Act Registration, Establishment & Payments (Online and through Challan) (New)**

**The above mentioned 6-Modules (3 to 9) would cover following functionalities & features;**

- ✓ About, Terms & Policy
- ✓ Establishment Registration as per the approved formats
- ✓ Online Payment & through Challan Payment system
- ✓ Certificate Generation
- ✓ Renewal & Reminders of Registration
- ✓ Licensing

1. About
2. Terms & Policy
3. Admin Level Functionality
  - a. User Management
    - i. Hierarchy wise User creation for State level accessibility of Application by Staff Member.
    - ii. Various type of Role management like HO level Super Admin, Admin, District level, Tehsil level etc. etc.
    - iii. Access Right management
    - iv. Login Management (Enable/disable, Reset Password feature etc.)
    - v. Change Password.



- b. Master Entry
  - i. Fee Head/Sub Head etc.
  - ii. Establishment Category
  - iii. Type
  - iv. Other Masters
- c. Fee Structure Entry
  - i. Registration Fee
  - ii. Renewal Charges
  - iii. Late Fee (if any)
  - iv. Penalty Fee
  - v. Employee's Strength wise Registration Fee.
- d. Registration Entry Form for Back-office Users of Organization
  - i. Establishment Location Detail
  - ii. Owner's/Partner/Board of Director Detail
  - iii. Employee Detail working in Particular Establishment
  - iv. Attachment feature for Various Supporting Document
  - v. Search/Update record.
- e. Various type of Fee Entry & Receipt Management against Registration, Renewal, Penalty etc.
  - i. Challan detail
  - ii. Head wise fee detail
  - iii. Receipt Generation on demand
  - iv. Print Receipt
- f. Certificate Generation and Print option
- g. Email/SMS generation to Establishment owner to update their status by Labor Organization.
  - i. Send status of Registration/Renewal etc.
  - ii. Send Login credential detail if they want to use it later for various activity like Certificate Printing, Renewal purpose etc.
- h. Challan No. Updating Form for online Users.
- i. Various Report Generations
  - i. Establishment's Renewal Pending Report
  - ii. Head wise Fee Collection Detail
  - iii. Establishment Report for Statistics purpose
  - iv. Other Reports as per demand on the basis of above mentioned data.
  - v. Various HO level Reports for Monitoring
  - vi. Various Alerts like renewal, penalty, registration through mail & SMS
- j. Other functionality for Admin Login
  - i. Update/Modify the details and view the application request
  - ii. Online entries updates
  - iii. Offline entries updates
  - iv. MIS Report generation
  - v. Send Reminders/ Updates etc. as per demand.
- 4. Online Establishment Registration Process
  - a. Login for already registered User
  - b. Change Password
  - c. Fill New Registration Form
    - i. Establishment Location Detail
  - ii. Owner's/Partner/Board of Director Detail





- iii. Employee Detail working in Particular Shop/Establishment
  - iv. Attachment feature for Various Supporting Document
  - d. Automatic Login Creation and update by Email or SMS instantly.
  - e. Payment Mode
    - i. Online Payment
    - ii. Online Payment –Direct or Through Challan Entries
    - iii. Challan's Printout generation
  - f. Receipt Generation
  - g. Certificate Generation
  - h. Online Payment –Direct or Through Challan Entries
5. Payment Gateway Integration

#### **MODULE 9: User Profile Management & Login Creation**

The system will have role & user base approach:

##### **Roles:**

- a. Add/Edit/Delete Role.
- b. Define access right & Permission for the roles.

##### **User:**

- a. Create/edit/delete/user on role basis.
- b. User will be belonging to one role or more roles.
- c. Various users can be used using role.
- d. Only Admin user can create roles & user.
- e. Users have right to change its password.

**MODULE 10: SMS & E-mail Updating Application** to make system compatible with SMS & e-mails

#### **MODULE 11: MIS Reports & Alerts**

##### **Deliverables of the Phase**

- MODULE 1: Administration – Personal Information System (New) for 3-Associations
- MODULE 2: Administration –Legal – Internal Cases (New)
- MODULE 3: U. P. Shop & Commercial Act- 1962 Registration, Establishment & Payments (Online and through Challan) (Up-gradation)
- MODULE 4: The Factories Act- 1948 Registration, Establishment & Payments (Online and through Challan) (Up-gradation)
- MODULE 5: Motor Shop Act- 1961 Registration, Establishment & Payments (Online and through Challan) (New)
- MODULE 6: Interstate Migrant Labour Act- 1979 Registration, Establishment & Payments (Online and through Challan) (New)
- MODULE 7: Boiler Act Registration, Establishment & Payments (Online and through Challan) (New)
- MODULE 8: Contract Labour Act- 1979 Registration, Establishment & Payments (Online and through Challan) (New)
- MODULE 9: Industrial employment (Standing order) Act Registration, Establishment & Payments (Online and through Challan) (New)
- MODULE 10: User Profile Management & Login Creation (New)
- MODULE 11: SMS & E-mail Updating Application to make system compatible with SMS & e-mails (New)
- MODULE 12: MIS Reports & Alerts (New)

##### **Benefits**

- Proper Application development with integrated modules as explained in deliverables
- This will be helpful for all the for the further use and for the Application at the next phase

#### **PHASE - III (APPLICATION DEPLOYMENT)**

Bidder will provide team of experts who would undertake careful deployment of the developed application. The developed application as per its structure would be installed locally with somePage



modules OR hosted on the secured web server to maintain fully secured accessibility. The structure of the overall distribution would be detailed properly in the System Requirement Specification document.

#### **Deliverables of the Phase**

1. Installation of the Developed Modules
2. Secured Web Hosting

#### **Benefits**

1. Secured access to the developed modules
2. Careful check and prevention from external abuses

Bidder will provide a web-hosting server for securely deploying the developed application for its seamless access over web. Detail of the web-hosting server is as follows:

- Intel Xeon Quad Core E3-1220
- RAM – 4GB
- HDD – 2\*250 GB SATA
- RAID 1 / 2 NIC

**Note: Bidder would provide robust server for complete software and data hosting with 2-GBServer Space on WINDOWS Server with MS SQL Database support.**

**Further, in order to trigger various alerts SMS, SMS Gateway will be established to enable the SMS Traffic to the desired functionaries. Various triggers that will be established for SMS will be:**

- Establishment registration related alerts
- Certification alerts
- Payment & Renewal related alerts
- Other MIS alerts

#### **Bulk SMS Service**

- 1 Single and Bulk Text Messaging
- 2 Schedule SMS
- 3 Bulk SMS directly from Excel
- 4 Flash SMS
- 5 Developer API (You can integrate SMS Solution with your software and can be automated)
- 6 Grouping Functionality
- 7 Import of Address book from text and Excel Files.
- 8 Single click SMS delivery to thousands of numbers.
- 9 Personalized Sender ID's (Up to 8 Alphanumeric characters)
- 10 Unicode SMS support (Arabic, Hindi, Tamil, etc., up to 70 characters per SMS)
- 11 SMS Scheduling (Sending SMS at a designated time)
- 12 Online Address Book
- 13 Online Group Management
- 14 MIS Reports
- 15 Real Time Delivery Reports and unlimited storage of all reports.
- 16 Fast Delivery to all networks Nationwide Network
- 17 Easy and Immediate deployment (Only requirement is an internet connection)
- 18 NDNC Nos. can be filtered without loss of any credits.
- 19 High-speed gateway available for priority customers.
- 20 Long SMS facility available (More than 160 Characters).

**Note: For using Bulk Transaction SMS services, the client would govern by TRAI norms and as per their Agreement.**



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\* **Payment Gateway:** For Online Payment collection through CARDS, this portal require Payment Gateway integration with any nationalize or private bank and this will be provided by the department or on actual payment basis.

#### **PHASE - IV (APPLICATION IMPLEMENTATION)**

After the Phase-V Application Deployment, there is need for the Application Implementation for the practical and real use of the application.

The following activities will be covered under the scope of work:

- Training for the users of the LABOUR Department Level
- User Manual (for the various users)
- Online Help

#### **Deliverables of the Phase**

- Training for the users of the LABOUR Department
- User Manual (for the various users)
- Online Help

#### **Benefits**

Proper Application Implementation with the help of resources and related documents

#### **PHASE – V (Onsite Support @ Labour Department)**

During this period Bidder will provide On-site technical support as per the need upon an agreed Service level agreement. Providing **Technical Manpower (Sr. Software Engineers with Data Entry Operators)**

#### **PHASE – VI (Annual Maintenance Support for 1-Year)**

In order to upkeep and maintain the services implemented, the above-mentioned services shall bear warranty against any software (studied and finalized by the client) defects/ bugs or malfunctioning for a required period from the date of implementation. During this maintenance period, if there will be any problem related to software programming, the same shall be rectified/ replaced in maintenance contract.

#### **Tools & Technologies**

Bidder will enable the client with latest web technology providing online users an interactive and fast web service. Bidder will provide utilize following tools and technologies to successfully implement the requested online applications client.

- Windows Sever (Windows Server 2003 R2)
- Microsoft SQL Server (MSSQL 2005/2008)
- Visual Studio .NET (3.5 or Later)
- Visual Source Safe
- C#, ASP.net, Ajax
- Java Script, XML
- Third party tools (if any)

Since the complete application is browser based, so the client needs Internet Access(Broad Band connectivity with minimum 2mbps DTR) and Browser (Internet Explorer7.0 or later/ Mozilla 10.0 or later/ Google Chrome) on their machine to access this application and further required .Net framework (3.5 or later) with Back-end (MSSQL 2005/2008) on Web Server.



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## **SECTION IV: BIDDER'S ELIGIBILITY CRITERIA**

a) Bids should comprise of following sections:

- i) Technical Bid
- ii) Financial Bid

b) Both the bids must be submitted separately on To Office of BOCW Board, Uttarakhand. Prices should not be quoted in the Technical Bid. The prices should be quoted in the Financial Bid only.

c) The bidder should submit/upload the following documents as mentioned in SECTION VI (Annexure –I) of Technical Proposal Submission.

d) Bidders has to be a registered Company/Partnership Firm.

e) bidder should have minimum 25 Technically Qualified Professionals and 15 professionals in Admin Section.

f) Bidder should have minimum 1 work experience of similar work in last three years costing not less than 50lacs.

g) The Bidder should have average annual turnover not less than 10 Crore in last three financial year and Minimum 3 Crore in each year.

h) Bidder have to submit the Turnover , net worth certificate and net profit certificate signed by the Chartered Accountant.

i) Bidder have submit the notarized affidavit for non blacklisting by the Government of India.

j) Tender cost of Rs. 680/- for each document.

k) Bidder have to submit the EMD that is 3% of total value quoted in financial Proposal with Technical Proposal.

l) Document have to submit:-

- o Company /Firm registration Certificate
- o Service Tax registration
- o VAT Registration
- o Audited balance sheet with Profit and Loss Account.
- o ISO Certificate 9001:2008
- o TIN Certificate

m) Bidder have to submit a well draft Technical Proposal, Business process Logic and Screen shots.

n) Company / Firm must be minimum 10 years old and having experience as a IT Company / Firm.

o) Company / Firm should have done minimum 1 project of Smart Card Distribution (Minimum 1 Lac card) in Government sector of any state.



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## **SECTION V – Standard Terms and Conditions**

### **1. Prices**

- 1.1 The total Prices (F.O.R. destination) quoted by the Service Provider should be F.O.R. destination and inclusive of all prevalent Taxes e.g. VAT, Service Tax, Duties, License fees, etc. till delivery, installation and implementation of application software and all the services to the end-customer. .

### **2. Period of Validity of Offer**

The offer shall remain valid for 150 days after the date of offer opening prescribed by BOCW Board. BOCW Board a non-responsive shall reject any offer valid for a shorter period.

### **3. Scope of Work**

The Scope of Work shall be as per requirement of the end-customer, as mentioned in Section –III (Terms of Reference (TOR) And Scope of Work.

### **4. Time Schedule/Delivery Period**

The supply or installation of Software and training as per schedule mentioned in Section-III and all other items and integrated Solution, if required in the project to the end-customer should be completed within the time (75 days) specified by the end-customer/as per requirement of the project.

### **5. Submission of Offer**

The Service Provider should submit their bid duly signed and stamped by the authorized Signatory on each and every page of the documents..

### **6. Evaluation of Offers**

The Service Providers will upload their e-bid within stipulated time. The selection will be based on the proven competence of technically qualified bidder and lowest bid.

### **7. Changes in Technical Specifications**

- BOCW Board reserves the rights to effect changes within the general scope of work in consultation with the end-customer in any one or more of the following:
  - (a) technical specifications of the systems and Goods to be furnished under the scope of work are to be specifically designed and manufactured to meet the requirement of project for supply to end-customer; and the application software so developed on the required SW environment to meet the requirement of project
  - (b) the method of transportation or packing;
  - (c) the place of delivery; and/or
  - (d) The Services to be provided by the Service Provider.
- Any such change will be notified in writing, before opening of the financial proposal/quotation. In case, any of the Service Provider has already submitted its offer before receiving the notification of changes from BOCW Board, will be allowed to submit its revised offer.

If any such change causes an increase or decrease in the cost, or the time required for, the Supplier's performance of any provisions under the Contract, an equitable adjustment shall be made in the Contract Price or delivery schedule, or both, and the Contract shall accordingly be amended. Any claims by the Supplier for adjustment under this clause must be asserted within seven (7) days from the date of the Supplier's receipt of the Purchaser's change order.



**9. Right to negotiate**

The negotiation, if required shall be carried out only with the technically qualified with the lowest Bidder by BOCW Board and/or end-customer / any other competent authority/ high power purchase committee of the State Government as per the procedures/policy of the Government of Uttarakhand, prevailing at that point of time.

**10. Award Criteria**

10.1 The BOCW Board will determine to its satisfaction whether the Service Provider that is selected as having submitted the lowest evaluated responsive offer, meets the criteria specified, and is qualified to perform the contract satisfactorily.

10.2 The BOCW Board will award the contract/order to the lowest evaluated successful Service Provider whose offer has been determined to be responsive to all the conditions of the contract and meeting the Technical specification and qualification requirement of the end-customer.

**11. Acceptance of the Bid**

BOCW Board do not bind itself to accept the lowest or any bid, and reserves the right to:-

- (a) Reject any or all offers with/without any reason
- (b) Accept any offer of Service Provider without assigning any reason and also reduce or extend the period of contract without assigning any reason.
- (c) Accept any offer of Service Provider, who is capable to handle the project and/or whose offer is viable.

**12. Notification of Award**

12.1 After receiving the firm Order from the end-customer, prior to the expiration of the validity period (i.e. 150 days), BOCW Board will notify the successful Service Provider in writing by letter/e-mail/fax, that its offer has been accepted.

12.2 The notification of award will constitute the formation of the Contract.

**13. Signing of Contract**

13.1 As soon as the BOCW Board notifies the successful Service Provider whose offer has been accepted, the BOCW Board will send the Service Provider the Contract Form, incorporating all the conditions of the contract between the parties i.e. BOCW Board and successful Service Provider, and if required with the end-customer also.

13.2 Within 7 days of receipt of the Contract Form, the successful Service Provider shall execute, sign and date the Contract and return it to the BOCW Board.

**14. Inspection & Tests**

Inspection and tests prior to web enabled application software for Work Progress Information System (WPIS) and at final acceptance are as follows:

**14.1**

(i) Service Provider shall intimate to the BOCW Board indicating that the developed Application Software and are ready for inspection and the BOCW Board can send their representative for inspection at their premises. After receipt of such intimation from the Service Provider, the BOCW Board shall arrange for test. The test will be conducted in the premises of the Service Provider prior to supply and installation at final destination. For conducting the inspection and tests at the premises of the Service Provider, all reasonable facilities and assistance, shall be furnished by the Service Provider at no charge to the inspectors of the BOCW Board /end-customer. The developed application Software, which is required to be carried out after approval of SRS, Design document etc by the end-customer, such approved application Software should be delivered and installed by the Service Provider at the respective sites within the time schedule and integrate it with the Hardware environment for satisfactory performance of the project. For site preparation, the Service Provider should furnish all details to the BOCW Board sufficiently in advance so as





- to enable to the end-customer to get the works completed before receipt of the equipment.
- (ii) The acceptance test will be conducted by the BOCW Board /end-customer, their consultant or any other person nominated by the BOCW Board /end-customer, at its option. There shall not be any additional charges for carrying out acceptance tests. The acceptance will involve trouble-free operation during acceptance testing period. No malfunction, partial or complete failure of any part of hardware or excessive heating of motors attached to printers, drivers etc. or bugs and malfunctioning in the software should occur. The software should be complete in itself in totality or module-wise as approved in the project by the end-customer. During acceptance tests, the items having the same or only higher technical specifications as given in the contract shall be accepted. The Service Provider shall maintain necessary log in respect of the result of the tests to establish to the entire satisfaction of the BOCW Board /end-customer. An average uptake efficiency of 98% for the duration of test period shall be considered as satisfactory.
- (iii) In the event of the developed Application Software and/or goods failing to pass the acceptance test, if carried out at site of installation, a period specified by BOCW Board /end-customer will be given to rectify the defects and clear the acceptance test, failing which the BOCW Board /end-customer reserves the rights to get the application SW/equipments replaced by the Service Provider at no extra cost.
- 14.2 The BOCW Board's rights to inspect, test and, where-ever necessary, reject the Goods after the Goods' arrival at Project Site shall in no way be limited or waived by reason of the Goods having previously been inspected, tested and passed by the BOCW Board or its representative prior to the Goods shipment.
- 14.3 Manual and Drawing
- 14.3.1 The technical/operational/user manual shall be in the English or Hindi language and in such form and numbers as stated in the purchase order. Manual May be in CD/DVD Format also.
- 14.3.3 The Service Provider at its own expense will provide necessary training to the officials of the end-customer on the Software and Systems supplied by the Service Provider.

#### 15. Incidental Services

All the incidental costs e.g. On-site delivery & satisfactory installation of all the items and/or LAN/WAN/Networking as per purchase order; Furnishing all the manuals as per purchase order to the project sites; and Maintenance and repair of the equipment at each location during the comprehensive warranty period including the cost of all spares shall be deemed to be included in the Contracted Value with the Service Provider and the Service Provider should provide such services without claiming for any extra charges for it.

#### 16. Warranty and Maintenance Services

- The Service Providers shall be responsible for providing technical support for the successful running of the software/system so developed/ deployed as per the approved project during the period of Warranty (one year or otherwise specifically mentioned in the end-customer's order, from the date of successful installation).
- The Service Providers shall be required to provide maintenance support of the developed software and/(or) hardware equipment etc., provided to the client, under the Specific Job awarded to the Service Provider, for the period mutually agreed upon with the client.
- The BOCW Board shall promptly notify the Service Provider in writing of any claims arising under this warranty.
- During warranty period, Any changes suggested after one month of feedback time shall be take care of in the support period extending up to one year. the defects/bugs/edit/modification of application software shall be rectified or repaired whatever required, by the Service Provider, to the satisfaction of the user departments. Period for correction of defects in the warranty period is 48 hrs.

#### 17. BOCW Board's right to vary Quantities at the Time of Award

The BOCW Board reserves the right at the time of Contract award to increase or decrease the quantity of goods and services originally specified in the Schedule of Requirements without any change in unit price or other terms and conditions.

If any such change causes an increase or decrease in the cost, or the time required for, the Supplier's performance of any provisions under the Contract, an equitable adjustment shall be made in the Contract Price or delivery schedule, or both, and the Contract shall accordingly be amended. Any claims by the Supplier for



adjustment under this clause must be asserted within seven (7) days from the date of the Supplier's receipt of the Purchaser's change order.

#### 18. Payment Schedule

All payments from the client department shall be received through Cheque/Draft favouring **SECRETARY,BUILDING AND OTHER CONSTRUCTION WELFARE BOARD, Uttarakhand** , payable at Uttarakhand. The payment/ running payment would be released to the Service Provider only after receipt of the payment from the end-customer and as per the terms and conditions of the Job order awarded to the Service Provider by BOCW Board and review of the progress in project.



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#### 19. Assignment/Sub-contracting

The Service Provider shall not assign/sub-contract, in whole or in parts its obligations to perform under the Contract to any other firm except with the BOCW Board's prior written consent, but not absolving of Sub-Provider's ultimate responsibilities to successfully implement the project in totality in proper functional performance.

#### 20. Termination for Default

- The BOCW Board May, without prejudice to any other remedy for breach of contract, by written notice of default sent to the Service Provider, terminate the Contract in whole or part:
  - (a) if the Service Provider fails to deliver any or all of the Goods or services within the period(s) specified in the Contract/Purchase Order, or within any extension thereof granted by the BOCW Board / end-customer
  - (b) if the Service Provider fails to perform any other obligation(s) under the Contract or Purchase Order.
- In the event the BOCW Board terminates the Contract in whole or in part, BOCW Board May procure, upon such terms and in such manner as it deems appropriate. Goods or Services similar to those undelivered, and the Service Provider shall be liable to the BOCW Board for any excess costs for such similar Goods or Services. However, the Service Provider shall continue the performance of the Contract to the extent not terminated.

#### 21. Termination for Insolvency

The BOCW Board May at any time terminate the Contract by giving written notice to the Service Provider, if the Service Provider becomes bankrupt or otherwise insolvent. In this event termination will be without compensation to the Service Provider, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the BOCW Board /end- customer.

#### 22. Termination for Convenience

- The BOCW Board, by written notice sent to the Service Provider May terminate the Contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that termination is for the BOCW Board /end-customer's convenience, the extent to which performance of the Service Provider under the Contract is terminated, and the date upon which such termination becomes effective.

#### 24. Service Provider Integrity

The Service Provider is responsible for and obliged to conduct all contracted activities in accordance with the contracts using state-of-the-art equipments/SW solutions, methods and economic principles and exercising all means available to achieve the performance specified in the contract.

#### 25. Service Provider's Obligations

The Service Provider is obliged to work closely with the BOCW Board /end-customer's staff, act within its own authority and abide by directives issued by the BOCW Board /end-customer and implement all the activities. The Service Provider shall abide by the job safety measures prevalent in the country and will indemnify the BOCW Board from all demands or responsibilities arising from consequences, accidents or loss of life and property due to negligence of the Service Provider. The Service Provider will pay all indemnities arising from such incidents and will not hold the BOCW Board responsible or obligated. The Service Provider is responsible for managing the activities of its personnel and will hold itself responsible for any misdemeanors. The Service Provider will treat all data and information as confidential about the BOCW Board and end-customer, obtained in the execution of his responsibilities, in strict confidence and will not reveal such information to any other party without the prior written approval of the BOCW Board /end-customer.



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## 26. Patent Right

In the event of any claim asserted by a third party of infringement of copy right, patent, trademark or industrial design rights arising from the use of the services, Goods or any parts thereof in the country, the Service Provider shall act expeditiously to extinguish such claim. If the Service Provider fails to comply and the BOCW Board is required to pay compensation to a third party resulting from such infringement, the Service Provider shall be responsible for the compensation including all expenses (court costs and lawyer fees etc), without delay on getting demand notice from BOCW Board.

## 27. Site Preparation and Installation

In charge of the project site, deputed by the end-customer will be solely responsible for site preparation in compliance with the technical and environmental specifications defined by the Service Provider. The in charge of project site will identify the installation site before the scheduled installation date to allow the Service Provider to perform a site inspection to verify the appropriateness of the sites before the installation of the Hardware and Software.

## 28. Software and System Installation

The Service Provider is responsible for all unpacking, the assemblies, installations of required hardware and software, cabling between hardware units and connecting to power supplies. The Service Provider will test all required hardware and software operations and accomplish all adjustments necessary for successful and continuous operation of the hardware and software at all installation sites.

## 29. Software and System Maintenance

The Service Provider will accomplish preventive and breakdown maintenance activities to ensure that all required Hardware execute without defect or interruption for at least 98% up time for 24 hours a day, 7 days of the week of operation of the machine worked on a quarterly basis. If any critical component of the entire configuration is out of service for more than two days, the Service Provider shall immediately replace the defective unit at its own cost. The Service Provider will ensure to respond to a project site visit and commence repair work on the equipment/ make functional the application Software within 24 hours of being notified of system malfunction.

## 30. Transfer of the Rights of the BOCW Board

All the items are being procured by the BOCW Board on behalf of end-customers (various offices/institutions of Government of Uttarakhand). Till successful installation and commissioning of all the items, the BOCW Board will be responsible for monitoring of the observance of the clauses under this contract. After successful installation & commissioning of all the items, the concerned offices/ institutions of Government of Uttarakhand shall exercise all the rights, duties and obligations of the BOCW Board under this contract.



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### 31. Code of Conduct

- a) Relationship with Client: Dealings with client must be conducted in an ethical manner, terms of agreement should be clearly and precisely expressed and fulfilled in good faith; work undertaken should be carried out promptly and efficiently and client's interests properly safeguarded and confidentiality maintained.
- b) Relationship with other Service Provider: Dealings with other Service Providers must be conducted in a positive and professional manner and in utmost courtesy and fairness; property rights, work results, confidential data and vendor/client relations of Service Providers ought to be respected; and no engagement in harmful, disappearing or predatory tactics will be entertained.
- c) Relationship with Principals: Service Providers shall represent Principals in a fair and businesslike manner in accordance with their contract, their property and other rights; and provide full and accurate business records.
- d) Relationship with Employees: Service Providers shall strive to employ high caliber staff and offer fair and equal opportunities for growth and development. Relevant training and constant upgrading of the employees has to be provided in line with job responsibilities. Also, employees have to be informed of their obligation to keep important data confidential. And of the fact that any professional misconduct constituting of unauthorized disclosure of confidential nature or violation of copyright laws will cause employers to take disciplinary action.
- e) Relationship with Public: Service Providers shall promote effective use of Information Technology as an instrument for social and economic good and act as good corporate citizens and fulfill their responsibilities to the community.
- f) Intellectual Property Protection: Service Providers shall neither use nor encourage the use of Pirated Software in their own and their client's organizations. All Software and other related Software Products must be Original, Licensed and Genuine and must conform to the norms and guidelines of Information Technology (IT) Act, 2000 and its amendments from time to time, failing which the empanelment of Service Providers will automatically stand terminated.

### 32. Use Of Documents And Information For Software Projects

The Service Providers shall not, without BOCW's prior written consent, disclose any document containing specification, plan, drawing, pattern, sample or information furnished by or on behalf of end-customer in connection therewith to any person other than a person employed by the Service Providers in the performance of the allotted job. Disclosure to any such employed person shall be made in confidence and shall extend only as far as May be necessary for purpose of such performance.

### 33. Intellectual Property Rights (IPR) and Replication Rights

Application software plans; drawings, specifications, design, reports and other documents prepared by the Service Providers in the execution of the allotted Job order shall become and remain the exclusive property of the BOCW Board. The Source Code of the Application Software and the documents will be the exclusive property of BOCW Board and BOCW Board will have the Intellectual Property Rights (IPR) and Replication Rights on developed software and documents. Service Providers will be obliged to submit at least two copies of Software with Source Code and complete SRS and Complete Operational documentation. The bound copies of Documentation of System Study, System Requirement Specification (SRS) and Users Manuals are to be handed over to the end-customer after its completion at respective stages along with its soft copies on the latest media available at that time.

### 34. Force Majeure

- 34.1 Notwithstanding the provisions of conditions of contract, the Service Provider shall not be liable for forfeiture of its performance security, liquidated damages or termination for default, if and to the extent that, its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.



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34.2 For purpose of this Clause, "Force Majeure" means an event beyond the control of the Service Provider and not involving the Service Provider's fault or negligence and not foreseeable. Such events May include, but are not limited to, acts of the BOCW Board either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes. If a Force Majeure situation arises the Service Provider shall promptly notify the BOCW Board in writing of such conditions and the cause thereof. Unless otherwise directed by the BOCW Board in writing, the Service Provider shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

### 35. Settlement of Disputes

- 35.1 If any dispute or difference of any kind whatsoever arises between the BOCW Board and the Service Provider in connection with or arising out of the Contract both the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.
- 35.2 If, the parties have failed to resolve their dispute or difference by such mutual consultation within 30 (thirty) days, then aggrieved party May give notice to other party of its intention to commence arbitration, as hereinafter provided, as to the matter in dispute, and no arbitration in respect of this matter May be commenced unless such notice is given.
- 35.3 Any dispute or difference in respect of which a notice of intention to commence arbitration has been given in accordance with this Clause shall be finally settled by arbitration. Arbitration May be commenced prior to or after delivery of the Goods and services under the Contract.

### Arbitration

- In case of dispute or difference arising between the BOCW BOARD and a Service Provider relating to any matter arising out of or connected with the award of contract, such dispute or difference shall be referred to Sole Arbitrator, the Principal Secretary/Secretary, IT & Electronics Department, Govt of U.P. or its nominee, to decide the dispute both in case of foreign supply as well as Indian supply. The provision of Arbitration and Conciliation Act, 1996 shall apply.
- Arbitration proceedings shall be held at Dehradun, India, and the language of the arbitration proceedings and that of all documents and communications between the parties shall be in English or Hindi compensatory.
- The decision of the Sole Arbitrator or its nominee shall be final and binding upon both parties. The cost and expenses of arbitration proceedings will be paid as determined by the Arbitrator. However the expenses incurred by each party in connection with the preparation, presentation etc. of its proceedings shall be borne by each party itself.
- Notwithstanding any reference to arbitration herein. The parties shall continue to perform their respective obligations under the Contract unless they otherwise agree; and the BOCW BOARD shall pay the Service Provider any money due to the Service Provider.
- All disputes shall be subject to the jurisdiction of the Courts at Dehradun only.

### Limitation of Liability :-Except in cases of criminal negligence or willful misconduct, and in the case of Infringement

- (a) the Service Provider shall not be liable to the BOCW Board/end-customer, whether in contract tort, or otherwise, for any indirect or consequential loss of damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the Service Provider to pay liquidated damages to the BOCW Board; and
- (b) the aggregate liability of the Service Provider to the BOCW Board/end-customer, whether under the Contract, in tort or otherwise, shall not exceed the total value of items ordered under this Contract provided that this limitation shall not apply to the cost of repairing or replacing defective equipment.



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**Governing Language**

The Contract shall be written in English or Hindi language. Subject to condition of contract, English language version of the Contract shall govern its interpretation. All correspondence and other documents pertaining to the Contract which are exchanged by the parties shall be written in the same languages.

**Applicable Law**

The Contract shall be interpreted in accordance with the laws.

**Notices**

Any notice given by one party to the other pursuant to the award of Contract shall be sent to other party in writing by e-mail or by Fax or by post and confirmed in writing to the other Party's address. For the purpose of all notices, the following shall be the address of the BOCW Board and Service Provider

BOCW Board Office

Uttarakhand

Service Provider: (To be filled in at the time of Contract execution)

.....

.....

.....

A notice shall be effective when delivered or on the notice's effective date whichever is later.

**Acquaintance with all Conditions**

The Service Provider acknowledged that he has made himself duly acquainted with all the terms, conditions and circumstances under which the services/supplies required under the contract will have to be made or furnished and with all the terms, clauses, conditions, specifications and other details of the contract and the Service Provider shall not plead ignorance of any of those as excuse in case of complaint against or on rejection of supplies and services tendered by him or with a view either to ask for encashment of any rates agreed to in the contract or to evading any of his/her obligations under the contract.



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**SECTION VI - Technical Proposal Submission Form**

**Annexure -I**

Bid REFERENCE No.

**1. Bidder's General Information –**

SN	Particulars	Description/Details	Reference Documents	Page No.
A.	Name of Bidding Company			
B.	Contact Details			
	a) Address			
	b) Telephone with STD Code			
	c) Fax			
	d) email			
	e) Website			
	f) Name of Managing Director/ CEO			
C.	a) Demo Screen Shots	( attached separate sheet)		
D.	b)Business Process Logic	( attached separate sheet)		
E.	c) Work Plan	( attached separate sheet)		



## Annexure II

2- Technical / Managerial Staff [ Enclosed Separate Sheet if required ]

S.No	Name	Qualification	Position	Task
1				
2				
3				
4				
5				

3.0 List your clientele with amount of project completed

Name of the Client	Approx value
Assignment Name	Assignment ref no.
Address	Job Awarding Authority
Start Date : End Date:	Job Completion Certificate

NOTE:

1. Bidder must enclose copy of the LOI/LOA/WO/Agreement / Client certificate placed by the Procurer /Department/sponsoring authority on the Bidder towards award of Consultancy assignments.
2. Bidder must have sufficient infrastructure for smooth implementation of the project.
3. The Bidder must enclose separate sheets for each requirements.

Signature.....  
In the capacity of.....  
Duly authorized to sign proposal for  
and on behalf of.....  
Date.....  
Place.....



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**Annexure III**

**DECLARATION FOR PROPOSAL SUBMISSION FORM**

The .....,  
.....,  
.....  
.....

Sub: Submission of Techno- Commercial Proposal against your letter....., Dated  
.....

Dear Sir,

Kindly refer your letter no....., Dated ..... on the subject cited above and find enclosed our Techno-Commercial Proposal on your prescribed format .

We however specifically submitted that we are also bound by the terms and conditions of this tender and also full fill the eligible criteria as mentioned in this tender in addition to terms and condition aforesaid.

We are looking forward to take this opportunity.

Regards.

Your's faithfully

Date :

[ authorized signatory]

Place:

Name of Firm with address  
( seal)



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**Annexure IV****Financial Proposal Submission Form**

Ref: Submission of Proposal against your RFP Reference No. ....  
Our details financial proposal is as follows:

**“On-Line Database Application Design, Development, Implementation & Maintenance Support for Establishment | Worker Registration | CESS Calculation & Collection | Welfare Scheme Management.”**

**&**

**“On Line Database Application Design, Development, Implementation and Maintenance Support for PIS & Legal Internal Cases, Shop & Commercial Act, Factory Act, Motor Transport Act, Boiler Act, Industrial employment (Standing Order) Act, Contract Labour Act and Interstate Migrant Labour Act” under e-Governance Of Labour Department, Uttarakhand.**

**1. LABOUR CESS**

S.No	Deliverables	Unit	Unit Rate INR	Service Tax	Cost INR
1	SRS- System Requirement Specification Document Preparation and SRS Detailed Project Report Submission.	1			
2	Software Application MODULE 1: Workers Registration	1			
3	Software Application MODULE 2: Building/Establishment Registration	1			
4	Software Application MODULE 3: CESS Collection	1			
5	Software Application MODULE 4: Online CESS Payment	1			
6	Welfare Scheme Monitoring MODULE 5: Provision of providing tool kits	1			
7	Welfare Scheme Monitoring MODULE 6: Provision of providing Cycle	1			
8	Welfare Scheme Monitoring MODULE 7: Provision of providing Sewing Machine	1			
9	Welfare Scheme Monitoring MODULE 8: Financial assistance for education of children (For class 6 <sup>th</sup> to Higher Education)	1			
10	Welfare Scheme Monitoring MODULE 9: Medical assistance to beneficiaries	1			
11	Welfare Scheme Monitoring MODULE 10: death assistance to the dependents in case of normal death	1			
12	Welfare Scheme Monitoring MODULE 11: death assistance to the dependent if the death is due to an accident during the course of employment	1			
13	Welfare Scheme Monitoring MODULE 12: Under RSBY Health Insurance scheme	1			
14	Welfare Scheme Monitoring MODULE 13: Skill development, Technology up gradation and certification welfare scheme	1			
15	Welfare Scheme Monitoring MODULE 14: pension to the beneficiary who have completed the age of 60 Year	1			
16	Welfare Scheme Moting MODULE 15: Family pension to the surviving spouse in case of death of the pensioner	1			



6	MODULE 3: Design, Development & Implementation of Uttarakhand Shop & Commercial Act- 1962 Registration, Establishment & Payments (Online and through Challan) (Upgradation)	1			
7	MODULE 4: Design, Development & Implementation of The Factories Act- 1948 Registration, Establishment & Payments (Online and through Challan) (Up- gradation)	1			
8	MODULE 5: Design, Development & Implementation of Motor Shop Act- 1961 Registration, Establishment & Payments (Online and through Challan) (New)	1			
9	MODULE 6: Design, Development & Implementation of Interstate Migrant Labour Act- 1979 Registration, Establishment & Payments (Online and through Challan) (New)	1			
10	MODULE 7: Design, Development & Implementation of Boiler Act Registration, Establishment & Payments (Online and through Challan) (New)	1			
11	MODULE 8: Design, Development & Implementation of Contract Labour Act- 1979 Registration, Establishment & Payments (Online and through Challan) (New)	1			
12	MODULE 9: Design, Development & Implementation of Industries Standing Order Act Registration, Establishment & Payments (Online and through Challan) (New)	1			
13	MODULE 10: Design, Development & Implementation of User Profile Management & Login Creation for all Units	1			
14	MODULE 11: Design, Development & Implementation of SMS & E- mail Updating Application to make system compatible with SMS & e-mails	1			
15	MODULE 12: Design, Development & Implementation of MIS Reports and Searching Tools with Dashboard	1			
16	Application Deployment, Implementation and Training at 1 Locations for One-Month.	1 location			
17	Onsite Manpower Support & Services to run these Modules ( for Six Months):- (a) Sr. Software Engineer (b) Data-Operators	2 2			
18	Payment Gateway	1			
19	Payment Gateway Integration Charges with developed Application	1			
20	SMS Package for One-Year	2500000 1 yr			
21	QSMS for One-Year	1 for 1 yr			
22	Domain Name Registration for One-Year	1 for 1 yr			
23	Hosting Solution with 2GB for One-Year	1 yr			





17	Welfare Scheme Monitoring MODULE 16: Loan and advance for purchase or construction of house	1			
18	Welfare Scheme Monitoring MODULE 17: disability pension and ex gratia	1			
19	Welfare Scheme Monitoring MODULE 18: Financial assistance for marriage of two daughters or in case of female workers for her own marriage	1			
20	Welfare Scheme Monitoring MODULE 19: Maternity benefit during the period of maternity	1			
21	Welfare Scheme Monitoring MODULE 20: Payment of funeral assistance	1			
22	Software Application MODULE 21: Budget Monitoring System	1			
23	Software Application MODULE 22: Design, Development & Implementation of SMS & E-mail Updating Application to make system compatible with SMS & emails	1			
24	Software Application MODULE 23: Design, Development & Implementation of MIS Reports and Searching Tools with Dashboard & User Management System	1			
25	Application Deployment, Implementation and Training at Two Locations for One-Month.	2 location			
26	Onsite Manpower Support & Services to run these Modules ( for Six Months):- (a) Sr. Software Engineer (b) Data-Operators	2 2			
5	Payment Gateway	1			
6	Payment Gateway Integration Charges with developed Application	1			
7	SMS Package for One-Year	2500000 1 yr			
8	QSMS for One-Year	1 for 1 yr			
9	Domain Name Registration for One-Year	1 for 1 yr			
10	Hosting Solution with a dedicated server for One Year	1 yr			

## 2. LABOUR ACTS

S.No	Deliverables	Unit	Unit Rate INR	Service Tax	Cost INR
1	SRS- System Requirement Specification Document Preparation and SRS Detailed Project Report Submission.	1			
2	MODULE 1: Personal Information System for 3-different associations – (New) [A] Design, Development & Implementation of PIS Application for Labour Commissioner Associations	1			
3	[B] Design, Development & Implementation of PIS Application for Employment Associations				
4	[C] Design, Development & Implementation of PIS Application for ESIS, Uttar-Pradesh				
5	MODULE 2: Design, Development & Implementation of Legal Management System for Internal Cases, Notices & Judgments (New)	1			



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**3.1:-SMARTCARD**

S.No	Deliverables	Unit	Unit Rate INR	Service Tax	Cost INR
1	<b>SMART CARD preparation for all Labour/ Worker with following support &amp;services;</b>				
	[a] SMART CARD CREATIVE Design	1			
	[b] SMART CARD for Labour/worker with SCOSTA 64KB specifications	1			
	[c] SMART CARD Personalization: - Personalized information like name, Enrolment number, Blood Group, Address etc.	1			
	[d] SMART CARD printing job	1			
	[e] BIOMETRIC Record capturing	1			
	[f] Labour's Records Data Entry	1			
	[g] Labour's Record Verifications	1			

**3.2:-DIGITIZATION OF LABOUR RECORDS AND DATA MANAGEMENT**

S.No	Deliverables	Unit	Unit Rate INR	Service Tax	Cost INR
1	<b>Digitization of Labour Records and data management with following support &amp;services;</b>				
	[a] Digital Records Information & Monitoring Management System software	1			
	[b] The scanning/digitization of Labour Records per Page	1			
	[c] Scanning, Data Processing & Report Generation Scanning and Image Enhancement(Cleaning & De-skewing) Per Page for the develop software.	1			

**3.3 Annual Maintenance Charges for next year****3.3.1**

S.No	Deliverables	Unit	Unit Rate INR	Service Tax	Cost INR
1	AMC of Web Based Software Modules (From Module 1 to Module 21)- Sheet 1.  ( Please Quote your financial in Percentage (%) only)	1			

**3.3.2**

S.No	Deliverables	Unit	Unit Rate INR	Service Tax	Cost INR
1	AMC of Web Based Software Modules From Module 1 to Module 12)- Sheet 2  ( Please Quote your financial in Percentage (%) only)	1			

Date:-  
Place:-

Name of the Firm with Address

