



INSTITUTE OF AGRI BUSINESS MANAGEMENT

(ICAR Accredited and AICTE Approved)

SWAMI KESHWANAND
RAJASTHAN AGRICULTURAL UNIVERSITY
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उत्तमा वृत्तिस्तु कृषिकर्मव

No. IABM/SKRAU/RKVY/2019/01

Date: 08/03/2019

TENDER NOTICE

Sealed tenders are invited for maintenance and updation of **Krishi IQ** website and android app with bilingual support (Hindi & English) for the duration of five years. The last date for submission of tender is 23.03.2019 (up to 2:00 PM) along with security deposits of Rs. 12,000/- (Twelve thousand rupees) and tender form fee Rs. 1000/- (One thousand rupees) to ICICI Bank Account No. 67010500085) at Beechwal, Bikaner, IFSC Code: ICIC0006701. The tenders will be opened in the presence of those present at 2:30PM on the same day. In case of same rates preference will be given to Bikaner firm. For further details visit <http://sppp.rajasthan.gov.in/>, <http://raubikaner.org/>, <http://iabmbikaner.org/> and <https://krishiiq.in/>. The undersigned is empowered to modify, cancel or reject the tender in part or whole without any reason thereof.

Dr. N. K. Sharma

DIRECTOR

**Request for Proposal (RFP) for
Maintenance and updation of Krishi IQ website and Android App
with Bilingual support
(Hindi & English)**



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DISCLAIMER

This Request for Proposal (RFP) contains brief information about the project, qualification requirements and the selection process for the successful applicant (bidder). The purpose of this RFP document is to provide applicants (bidders) with information to assist the formulation of their bid application (the "application").

Whilst the information in this RFP has been prepared in good faith, it is not and does not purport to be comprehensive or to have been independently verified. Neither the IABM nor any of its officers or employees, nor any of their advisers nor consultants accept any liability or responsibility for the accuracy, reasonableness or completeness of the information contained in the RFP, or for any errors, omissions or misstatements, negligent or otherwise, relating to the proposed project, or makes any representation or warranty, express or implied, with respect to the information contained in this RFP or on which this RFP is based or with respect to any written or oral information made or to be made available to any of the recipients or their professional advisers and, so far as permitted by law and except in the case of fraudulent misrepresentation by the party concerned, and liability therefore is hereby expressly disclaimed.

The information ('Information') contained in this RFP document or subsequently provided to interested parties (the "applicant(s)"), in writing by or on behalf of IABM is provided to applicant(s) on the terms and conditions set out in this RFP document and any other terms and conditions subject to which such information is provided. The information contained in the RFP document is selective and is subject to updating, expansion, revision and amendment. It does not purport to contain all the information that a Bidder requires.

IABM reserves the right of discretion to change, modify, add to or alter any or all of the provisions of this RFP and/or the bidding process, without assigning any reasons whatsoever. Such change will be published on the official Website and it will become part and parcel of RFP.

Each applicant should perform their own due diligence to check the accuracy, reliability and completeness of the information in this RFP document and obtain independent advice from appropriate sources. Submission of bid application shall be deemed to have been done after careful study and examination of the RFP with full understanding of its implications.

The response to this RFP should be full and complete in all respects. Incomplete or partial bids shall be rejected. The applicant must quote for all the items asked for in this tender. Intimation of discrepancies in the RFP, if any, should be given to the office of the IABM immediately by the applicants. If IABM receives no written communication, it shall be deemed that the applicants are satisfied that the RFP document is complete in all respects.

This RFP document is not an agreement and is not an offer or invitation by IABM to any other party. The terms on which the project is to be done and the right of the successful applicant shall be as set out in separate agreements. IABM reserves the right to reject any or all the



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request for proposals received in response to this RFP document at any stage without assigning any reason whatsoever. The decision of IABM shall be final, conclusive and binding on all the parties. IABM will not entertain any claim for expenses in relation to the preparation of RFP submissions.

Authorized Signature of Tenderer
with Seal & Date



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1. INTRODUCTION

1.1 Introduction to Krishi IQ

Krishi IQ provides farm to fork videos and text-based tutorials that covers complete agriculture cycle of Cluster Bean (Kharif) and Gram (Rabi) crops. The complete agriculture cycle means aspects related to crop production, processing, distribution, marketing and value addition. The farmers, students, teachers or anyone can educate themselves via this website or by Krishi IQ android app which is available anytime, anywhere free of cost.

The outbreak of internet and mobile telephony is all together changing the landscape of accessibility. Agriculture and farmers are no exception to this. The agriculture education cannot be bounded into classrooms from now. There are efforts going around globally and in Indian context to generate e-content especially educational videos related to farming practices. These efforts are very scattered, unorganized and incomplete. The agriculture practices also vary a lot. Hence, it is contemplated to fulfil the need gap and providing the standardized educational videos which can be accessed 365 days and 24 hours from anywhere. As visual learning is easy to understand then reading and learning through teaching, the project is envisaged to develop the series of short video-contents for selected Kharif and Rabi crops of Hyper Arid Partially Irrigated Western Plain (HAPIWP) Zone of Rajasthan.

According to Integrated State Water Resources Plan published in Oct. 2014; HAPIWP Agro Climatic Zone comprises of Bikaner, Jaisalmer and part of Churu (Ratangarh, Sardarshahar and Sujangarh).

The project aims to develop series of video contents that will cover crop production and management practices of Cluster Bean and Gram crops.

1.2 About the Request for Proposal (RFP)

IABM intends to engage Indian Companies or Firms registered under the Indian Companies Act for Maintenance and updation of Krishi IQ website and Android App with Bilingual support both in Hindi & English as per Government of India's guidelines on Website (GIGW) and also to provide other required services as deemed fit by Krishi IQ team from time-to-time.

The purpose of this Request for Proposal (RFP) is to select a vendor with a proven track record in providing technical services for website and android app maintenance, up-gradation, modification & web-security services. IABM seeks such services for the Krishi IQ project of RKVY for five 05 (years). This document provides information to enable the bidders to understand the requirements to submit their "Bids".



2. DEFINITIONS

Following terms used in the document will carry the meaning and interpretations as described below:

"RFP" shell means Request for proposal;

"IABM" hereinafter called as Institute of Agri Business Management;

"Bid" shall mean the Bids submitted by the Bidding Company/Bidder along with all documents/credentials/attachments, formats etc. in response to this RFP, in accordance with the terms and conditions thereof;

"Bidder" shall mean the Bidding Company submitting the Bid. Any reference to the Bidder includes Bidding Company including its successors, executors and permitted assigns jointly and severally, as the context may require;

"Bidding Company" shall refer to such single Company that has submitted the response in accordance with the provisions of this Tender Document;

"Company" shall mean a body corporate incorporated in India under the Companies Act, 1956 or the Companies Act, 2013, as applicable;

"MSMEs" shell mean Enterprises engaged in providing or rendering of services or as may be notified under the MSME Act, 2006;

"RFP" shall mean the bidding document issued by Institute of Agri Business Management including all Forms, Formats & Annexures etc. vide Tender Document No. IABM/SKRAU/RKVY/2019/01 and including all amendments/clarifications thereof;

"Selected Bidder or Successful Bidder" shall mean the eligible Bidder who has been selected based on this Tender Document issued by Institute of Agri Business Management;

"Bid Deadline" shall mean the last date and time for submission of Bid in response to this Tender Document as specified in Bid information Sheet, of this Bid document including all amendments thereto;

"Authorized Signatory" shall indicate the authorized signatory who can discuss and correspond with the Institute of Agri Business Management, with regard to the obligations under the contract.

"The Government" means the Government of India;

"The Services" means all the services, which the Vendor is required to provide/render/discharge to the Tendering Authority i.e. Institute of Agri Business Management under the Contract;

"Day" means calendar day;



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"Week" means calendar week;

"Month" means calendar month;

Gur

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3. INVITATION FOR PROPOSALS

IABM hereby invites Proposals for the Maintenance and up-gradation of Krishi IQ Website. The RFP document is available at website: <http://www.krishiiq.in>. Bidders/Agencies are requested to study this RFP document carefully before submitting their proposals in response to the RFP Notice. Submission of a proposal in response to this notice shall be deemed to have been done after careful study and examination of this document with full understanding of its terms, conditions and implications.

Prospective bidders are requested to check the prequalification criteria before submission of bids. This RFP document is not transferable.

3.1 Key Events and Dates:

Tender Reference No.	IABM/SKRAU/RKVY/2019/01 Date: 08/03/2019
Date of release of Tender	08.03.2019 2:00 PM
Bid Submission Start Date	08.03.2019 2:00 PM
Last Date & time for submission of Bid	23.03.2019 2:00 PM
Date & time for opening of Bid	23.03.2019 2:30 PM
Address for Communication	The Director, Institute of Agri Business Management, SKRAU, Bikaner 334006 IN
Place of Work	Institute of Agri Business Management, SKRAU, Bikaner 334006 IN
Place of opening of bids	Institute of Agri Business Management, SKRAU, Bikaner 334006 IN
Estimated cost	Rs. 6,00,000
Websites for downloading Tender Document, Corrigendum's, Addendums etc.	http://www.krishiiq.in http://www.iabmbikaner.org

3.2 Other Important Information related to Bid:

Sl. No.	Item	Description
1.	Bid security/Earnest money deposit (EMD)*	EMD Amount: ₹ 12,000/- (Rupees Twelve Thousand) only shall be payable to Director, IABM by NEFT/RTGS/UPI to: Account No: 670105000859 Account Name: "Director, IABM" IFSC: ICIC0006701,

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		Branch: BIKANER, RAU BEECHWAL. The UTR No. and details of transaction are to be intimated to Krishi IQ Team and IABM at the E-mail IDs: krishiiq@gmail.com and director@iabmbikaner.org before submission of RFP to IABM. A Copy of the E-mail shall be submitted along with the RFP.
2.	Cost of RFP Document*	Cost of the RFP Document is ₹ 1,000/- (One Thousand) only. This amount should also be deposited by the same NEFT/RTGS to the account as mentioned above at Sl. No. 1. The UTR No. and details of transaction are to be intimated to Krishi IQ Team and IABM at the e-mail IDs: krishiiq@gmail.com and director@iabmbikaner.org before submission of RFP to IABM. A Copy of the e-mail shall be submitted along with the RFP.
3.	Bid Validity Period	180 days from the date of opening of Bid.
4.	Last Date of Sending queries in prescribed format	15/03/2019 (refer Annexure-VIII)

bid security for the Micro, Small & Medium Enterprises shall be @0.5% (half percent) of the value of the service offered to be supplied by them.

* bidding document shall be provided to the Micro, Small & Medium Enterprises at 50% of the prescribed cost.

3.3 Purchase Preference to MSMEs

Purchase Preference will be given to the participation from MSME as per the provision of *Rajasthan Transparency Public Procurement Act 2013* and *Rajasthan Gazette Notifications dated 19.11.2015 & 04.09.2018*.

Authorized Signature of Tenderer
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4. INSTRUCTIONS TO BIDDERS

4.1 Purpose

IABM intends to engage Indian Companies or Firms registered under the Indian Companies Act for regular maintenance and updation of Krishi IQ website i.e. www.krishiiq.in and Android Application both in Hindi & English (bilingual) as per Government of India's guidelines on Website (GIGW) and also to provide other required services as deemed fit by Krishi IQ Team from time-to-time.

The purpose of this Request for Proposal (RFP) is to seek the services of a reputed IT firm/agency, to maintain and modify (as per requirement) the official website and Android app of Krishi IQ for 05 (Five) Years, from the date of commencement of the contract. This document provides information to enable the bidders to understand the broad requirements to submit their "Bids". The detailed scope of work is provided in section 5 of this RFP document.

4.2 Cost of RFP

Cost of the RFP Document is ₹ 1,000/- (One Thousand) only. This amount should also be deposited by the same NEFT/RTGS to the account as mentioned above at Sl. No. 1 under section 3.2. The document is on official website of Krishi IQ at <http://www.krishiiq.in>. The bid, complete in all respect may be submitted to IABM within due date of submission.

4.3 Transfer of RFP

The RFP Document is not transferable.

4.4 Consortium and Joint ventures

Consortium, Joint venture, Subletting, Sub-contracting and Outsourcing shall not be allowed.

4.5 Completeness of Response

Bidders are requested to study all instructions, forms, terms, requirements and other information in the RFP document carefully. Submission of bid shall be deemed to have been done after careful study and examination of the RFP document with full understanding of its implications.

The response to this RFP should be complete in all respect. Failure to furnish all information required by the RFP documents or submission of a proposal not substantially responsive to the RFP documents in every respect will be at the Bidder's risk and may result in rejection of its Proposal.

4.6 Proposal Preparation Costs

The bidder shall submit bid at its own cost and IABM shall not be held responsible for any cost incurred by the bidder. Submission of bid does not entitle the bidder to claim any cost and



rights over IABM and IABM shall be at liberty to cancel any or all bids without giving any notice. All materials submitted by the bidders shall be the absolute property of IABM and no copyright/patent etc. shall be entertained by IABM.

4.7 Bidder Inquiries

Bidder shall send their written queries as prescribed in the Annexure-VIII the contact at which the bids are to be submitted. The response to the queries will be published on <http://www.krishiiq.in>. No telephonic queries will be entertained. These response of IABM shall become integral part of RFP document. Queries may also be submitted through email to krishiiq@gmail.in on or before the due date for submission of queries as mentioned in the bid document.

4.8 Amendment of RFP Document

All the amendments made in the document would be published at <http://www.krishiiq.in> and shall be part of RFP. The bidders are requested to visit the aforementioned website on regular basis for checking necessary updates. IABM also reserves the right to amend the dates mentioned in this RFP for bid process.

4.9 Supplemental Information to the RFP

If IABM deems it appropriate to revise any part of this RFP or to issue additional information to clarify an interpretation of provisions of this RFP, it may issue supplements to this RFP. Any such corrigendum/addendum shall be deemed to be incorporated by this reference into this RFP.

4.10 IABM's right to terminate the process

IABM may terminate the RFP process at any time and without assigning any reason thereof. IABM reserves the right to amend/edit/add/delete any clause of this Bid Document. However, this will be informed to all and will become part of Bid/RFP.

4.11 Earnest Money Deposit (EMD)

4.11.1 Bidders shall deposit EMD Amount as mentioned above at Sl. No. 1 under section 3.2

4.11.2 No interest will be payable to the Bidder on the amount of the EMD.

4.11.3 The EMD shall be submitted in a separately sealed envelope super-scribed as "EMD for BID" as mentioned in this section (4.15). Bids submitted without adequate EMD will be liable for rejection.

4.11.4 Unsuccessful Bidder's EMD will be returned to the unsuccessful bidder within 60 days from the date of opening of the financial bid.

4.11.5 The bidder shall submit the EMD from the banks account of the bidder and the EMD shall be non-transferable.



4.11.6 The EMD may be forfeited:

- If a Bidder withdraws his bid or increases his quoted prices during the period of bid validity or its extended period, if any; or
- In case of a successful bidder, fails to sign the Contract or to furnish Performance Bank Guarantee (if any) within specified time in accordance with the format given in the RFP.
- During the bid process, if a Bidder indulges in any such deliberate act as would jeopardize or unnecessarily delay the process of bid evaluation and finalization. The decision of the IABM regarding forfeiture of the Bid Security shall be final and binding upon bidders.
- During the bid process, if any information is found false/ fraudulent/ mala fide, then IABM shall reject the bid and if necessary, initiate appropriate action

4.12 Authentication of Bid

One copy of Bid document shall be signed & stamped in all pages and submitted along with the letter of authority for authorizing a person or a number of persons for the bid. All pages of the bid and its annexures etc. shall be signed and stamped by the person or persons signing the bid.

In case of board resolution authorizing a person or a number of persons responsible for the bid, the board resolution shall be submitted.

4.13 Language of Bids

This bid should be submitted in English language only.

4.14 Bid Submission Format

The entire proposal shall be submitted strictly as per the format specified in this Request for Proposal. Bids with deviation from this format shall be rejected.

4.15 Submission of Bids

The bids submitted by the Bidder shall comprise of the following two envelopes:

A) Details related to EMD & Tender Fee transferred electronically and copy of the E-mail – Envelop-A

The bidder shall submit the RFP document with signature and official seal on each page of the RFP by the authorized signatory of the bidder, details related to EMD & Tender Fee transferred electronically and copy of the E-mail mentioning UTR No. and details of transaction in 'Envelope A' and super-scribing on the sealed envelope **"Envelope A: Details of EMD and Tender Fees transferred electronically for the Bid No. IT/Website Maintenance/2019 Dt. 08/03/2019"**. Bid will be summarily rejected if the EMD is not



transferred unless the company is having a valid *Single Point Registration Certificate* issued by the NSIC. In case of that, a self-attested copy of the certificate is to be submitted.

B) Bid- Envelop- B

The bidder shall submit the Technical Proposal in 'Envelope B' and super-scribing on the sealed envelope "**Envelope 'B': Proposal for Bid**". Please Refer Annexure-I for guidelines on preparation of Proposal.

Following documents are to be submitted as a part of the Bid:

S. No.	Documents to be submitted	Forms	Annexure
1.	Copy of RFP shall be submitted with authorized signature and official seal on each and every page of the RFP by the bidder	N/A	N/A
2.	Covering letter with the Proposal in response to RFP Notice	Form1	Annexure-I
3.	Details of responding firm	Form2	Annexure-I
4.	Attested copy of the Memorandum and Articles of Association By laws/Partnership Deed/Certificate of Incorporation.	N/A	N/A
5.	Summary/ Citation of Participation in Similar Tender undertaken	Form3	Annexure-I
6.	Details of Bikaner Office(s) of the firm	Form4	Annexure-I
7.	Copies of previous Work Orders, Experience/Completion Certificates issued by clients	N/A	N/A
8.	Self-Undertaking that the bidder has not been debarred/blacklisted by any Govt./Semi- Govt. organization for quality of services/product and there are no legal issues/order prohibiting/restraining the bidder to participate in the bid process.	N/A	Annexure-VI
9.	Signed and stamped copy of the RFP document along with its annexures/corrigendum/documents etc.	N/A	N/A
10.	Self –attested copy of PAN No	N/A	N/A

- The two sealed envelopes (A, B) containing EMD & Tender Fee (A) and Bid (B) should be put in another single envelope and seal it. This envelope shall be super-scribed "**Request for Proposal (RFP) for Maintenance and updation of Krishi IQ website and Android App with Bilingual support (Hindi & English)**".
- The sealed cover thus prepared should also indicate clearly the Name, Address, Telephone number, E-mail ID and Fax number of the bidder to enable the Bid to be returned unopened in case it is declared "**Late**" at the discretion of Tea Board India.
- The bid should be a complete document and should be page numbered, indexed and bound as single set. The documents should be page numbered and appropriately

[Handwritten Signature]



flagged and must contain the list of contents with page numbers. Any deficiency in the documentation may result in the rejection of the Bid.

- Bids sent by Telex/Telegraphic/Tele-fax Post/E-Mail/Courier will be rejected.
- The RFP shall be submitted in original and countersigned by bidder with the Bid in Envelope-B.

4.16 Late Bids and Bid Validity Period

Any Bid received by IABM after the deadline for submission of Bids shall be declared late and will be rejected and returned unopened to the Bidder at the discretion of IABM. The validity of the bids submitted in time shall be till 180 days from the date of opening of the Bid.

4.17 Bid Opening

- **Envelope- A** containing Details of EMD and Tender Fees transferred electronically shall be opened initially and if the EMD & the Tender Fee is found to be as per the criteria then **Envelope-B** shall be opened for the qualified bidders only.

- **Envelope-B** containing Proposal shall be opened in the presence of Bidder/representatives of bidder who choose to attend, at the address, date and time specified in the RFP.

4.18 Evaluation Process

4.18.1 Bid Evaluation Committee

- The Bid Evaluation Committee constituted by the IABM shall evaluate the bids.
- The Bid Evaluation Committee shall evaluate the bids and submit its recommendation to Competent Authority whose decision shall be final in all aspects.

4.18.2 Pre-qualification Criteria

The bidder shall fulfil all of the following eligibility criteria:

Sl. No	Pre-qualification Criteria	Supporting Document(s) to be furnished
1	The bidder should be a Company registered in India under the Companies Act 1956 or a partnership registered under the India Partnership Act 1932 with their registered office in India	Certificate of Incorporation/Registration. Attested copy of the Memorandum and Articles of Association Byelaws/ Partnership Deed.
2	The bidder should be operating in the field of Website Design, Development and providing Maintenance Service in last 08 (Eight) years and having relevant experience.	Copies of previous Work Orders, Project.

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3	The bidder must have completed 3 assignments of websites/portals/application development in a Govt. Organizations/PSU/any other Indian Clients/Organisations, in last 05 (five) years.	Summary of projects undertaken (refer Form-4 of Annexure-I) and Copies of previous Work Orders & Experience/Completion Certificates issued by clients should be attached.
4	Bidder should have Full Time Application development professionals with necessary skill set as per the requirement of website on bidder's own payroll.	Detailed resume of the professionals in Company's letterhead are to be submitted.
5	The bidder should not have been blacklisted by any Government Agency or under a declaration of ineligibility for fraudulent or corrupt practices.	Declaration from the current authorized signatory of the company (refer Annexure-VI)
6	The bidder must have a development office in Bikaner.	Declaration from the current authorized signatory of the company (refer Form-5 of Annexure-I)

4.18.3 Process of Evaluation

Bidder shall be evaluated as per prequalification criteria mentioned at 4.18.2. The bidders who fulfil all the prequalification criteria will qualify for further Evaluation.

The Bid Evaluation Committee reserves the right to accept or reject any or all bids without citing any reasons thereof.

4.18.4 Award Criteria

IABM shall preferably award the Contract to the selected identified Bidder at its discretion.

4.19 Performance Bank Guarantee

Not required.

4.20 Guarantee of Service

Selected bidder shall make sure that the monitoring must be done on 24X7 basis. Maintenance service should be made available from 11 A.M. to 5 P.M. during Monday to Saturday and as-and-when-required. This timeline, however, may vary in exigency of IABM's

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requirement. Bidder shall be reachable over his/her mobile in case of any incident of emergency including breakdown/defacement etc. of the website.

4.21 Payment Terms and Schedule

Payments will be released on **yearly basis** after delivery of service and seeing successful and satisfactory performance by the bidder for a month at least (considering the nature of web services).

IABM will release the payment, on submission of invoice and all other supporting documents being in order.

No full payment in advance will be made under any circumstances.

4.22 Penalty

- In case of delay in restoration or completion of delegated work beyond specified time as deemed fit by Board's authority, a sum proportionate to such delay shall be deducted from the yearly payment for each calendar year of delay or part thereof.
- Delay in excess of 30 days will be sufficient to cause for termination of the contract. In that case the Performance Bank Guarantee of the bidder will be forfeited if any.
- If the selected bidder fails to render any or all the services, for any period during the currency of the contract, IABM shall be at liberty to get the work done from other agencies and deduct charges incurred on this account from the amount payable to the Contractor.

4.23 Force Majeure

The Bidder shall not be liable for forfeiture of its Performance Security, liquidated damages, or termination for default if and to the extent that it's delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure. For purposes of this Clause, "Force Majeure" means an event or situation beyond the control of the Bidder that is not foreseeable, is unavoidable, and its origin is not due to negligence or lack of care on the part of the Bidder. Such events may include, but not be limited to, acts of IABM in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes. If a Force Majeure situation arises, the Bidder shall promptly notify IABM in writing of such condition and the cause thereof. Unless otherwise directed by IABM in writing, the Bidder 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.

4.24 Non-Disclosure Agreement (NDA)



Successful bidder has to sign the Non- Disclosure Agreement (Annexure-IV) with IABM.

5. Scope of Work

1. The website (www.krishiiq.in) and Android App (Krishi IQ - RKVY - https://play.google.com/store/apps/details?id=in.krishiiq.android&hl=en_US) Maintenance shall include:

Website domain (with sub domains), Website Hosting on Linux Server with unlimited Space, unlimited Bandwidth, unlimited MySQL databases, Website Security, SSL, Website Backups, day-to-day updating and publishing of content of all existing pages of website and activities of android app and designing new pages and activity, Maintenance of Krishi IQ YouTube channel (www.youtube.com/Krishi IQ), Maintenance of Krishi IQ social media page(s) (<https://fb.me/Krishi IQ>), responding and communicating with Google Play Store reviews, YouTube comments and social media messages as per the requirement of the Krishi IQ Team (IABM) both in English and Hindi version simultaneously in conformity with GIGW guidelines for 5 years.

2. The Agency shall be responsible for development, installation, commissioning, testing, bug fixing, certifying & performance tuning of the Android App from time to time as and when required with Google's Developer Distribution Agreement and Android Software Development Kit License Agreement compliance.
3. It would also include the upload of images, videos, pdf etc. and all types of work as instructed by the Krishi IQ Team (IABM) from time to time.
4. Making Changes in the source code of the website and Android App (as and when required).
5. Checking and removal dead and broken links from the website and Android App.
6. Archival of information (as per GIGW guidelines).
7. Regular updating of data elements on existing pages.
8. Creation and Designing and/or updating and publishing of new or revised pages/activities.
9. Compliance with Govt. of India Guidelines for Websites (GIGW).
10. Various types of content should be delivered through the Website. The Indicative content types may be HTML documents, Word Documents, PDF documents, Images, Photographs, multimedia files, Audio/Video files etc. (In built players to enable previewing before download).
11. Any other work related to the Krishi IQ website, if required. During the AMC period, if scope of work is diversified requiring a different skilled man power other than the one



deployed, then the selected bidder shall have to improvise to deliver the requisite resource person to IABM at no additional cost.

The successful bidder shall coordinate with different Department/Directorates of IABM for the periodic and regular update, modifications and/or up gradation of the official website of Krishi IQ.

5.1. Required Skills:

1. Expert level working knowledge on **Linux Server Datacentre** and/or latest version and **Linux Server Operating System** and/or latest version/platforms and Integration of Security Services both in Virtual and physical machines and management of Firewall.

2. At least **3 years** hands-on working Experience on **Android Studio, Android Software Development Kit (SDK), XML, JAVA, SQLite databases, JSON** and at least 9 years hand-on working Experience on **SQL, MySQL databases, phpMyAdmin, Apache HTTP Server, OOPS Concepts, HTML, CSS, JavaScript, jQuery, AJAX, Dreamweaver** and **php** experience in **Kotlin** will be counted as plus.

Linux Server, Apache HTTP Server environment are mandatory.

3. Should have proficiency in working in **Google Cloud Platform** and should have expert knowledge about **management of Google API Console and Firebase on Cloud Environment**.

4. Should have proficiency in hosting the entire Web applications on **Remote Virtual Machines on Cloud Environment**.

5. Management and up-gradation of **Linux Security patches** of the Servers as-and-when required.

6. Implementation of Security guidelines related to the website as prescribed by **NIC and CERT-IN** from time-to-time. The developer(s) will require to interact with IABM for resolving any Security issue.



INSTITUTE OF AGRI BUSINESS MANAGEMENT
SWAMI KESHWANAND RAJASTHAN AGRICULTURAL UNIVERSITY
Bikaner, Rajasthan 334006 IN
Phone: +91-151-2252981/82 E-mail: director@iabmbikaner.org



ANNEXURES

Authorized Signature of Tenderer
with Seal & Date



Annexure-I

Proposal should comprise of the following:

- A printed covering letter (refer Form-1), on the bidding organization's letterhead with all required information and authorized representative's initials shall be submitted along with the proposal. Do not, otherwise, edit the content of the proposal cover letter.
- The proposal should contain a detailed description of how the bidder will provide the required services outlined in this RFP. It should articulate in detail, as to how the bidder's Solution meets the requirements specified in the RFP. In submitting additional information, please mark it as supplemental to the required response.
- Proposals must be direct, concise, and complete. All information not directly relevant to this RFP should be omitted. IABM will evaluate bidder's proposal based upon its clarity and the directness of its response to the requirements of the project as outlined in this RFP.
- The proposal should address the following at the minimum:
 - a) The proposal should have information specific to Krishi IQ website and Android App.
 - b) Describe how your proposal of maintenance and updation will address Krishi IQ's requirement.
 - c) Proposal should include:
 - Detailed Implementation Methodology of maintenance and up gradation of existing website of Krishi IQ and Krishi IQ Android App.
 - Each and every form filled-in as per prescribed format.
 - Quality and Security Assurance Plan

[Handwritten Signature]



Form 1: Covering letter with the Proposal in response to RFP Notice

{To be submitted on the Letterhead of the bidder}

To,

**The Director,
Institute of Agri Business Management,
Swami Keshwanand Rajasthan Agricultural University,
Bikaner – 334006**

**Subject: Submission of proposal in response to the RFP for “Maintenance and updation of
Krishi IQ website and Android App with Bilingual support (Hindi & English)”.**

Ref: RFP Notification No. IT/Website Maintenance/2019/01; Dt. 08-03-2019

Dear Sir,

1. Having examined the RFP document, I/We, the undersigned, herewith submit our proposal in response to your RFP Notification No. IT/Website Maintenance/2019/01; Dt. 08-03-2019 for “Maintenance and updation of Krishi IQ website and Android App with Bilingual support (Hindi & English)” in full conformity with the said RFP document.
2. We have read the provisions of the RFP document and confirm that these are acceptable to us. We further declare that additional conditions, variations, deviations, if any, found in our proposal shall not be given effect to. We further confirm that the offer is in conformity with the terms and conditions as mentioned in the RFP and all required information.
3. We understand that we shall comply with scope of work and requirements as specified in tender terms and conditions completely and there are no deviations/recommendations of any manner and/or sort and/or kind in this regard from my/our side. We agree to abide by this proposal, consisting of this letter, the detailed response to the RFP and all attachments, for a period of 180 (One Hundred Eighty) days from the date of opening of the bid.
4. We would like to declare that we are not involved in any major litigation that may have an impact affecting or compromising the delivery of services as required under this assignment and we are not under a declaration of ineligibility for corrupt or fraudulent practices.
5. We would like to declare that there is no conflict of interest in the services that we will be providing under the terms and conditions of this RFP.
6. We hereby declare that all the information and statements made in this proposal are true and accept that any misrepresentation contained in it may lead to our disqualification.
7. We understand that you are not bound to shortlist / accept any or all proposal you receive.

Authorized Signature of Tenderer
with Seal & Date



8. We hereby declare that we qualify and fulfil all the p re-qualification criteria mentioned at clause 4.18.2.

Our correspondence details with regards to this proposal are:

Sr. No.	Information	Details
1.	Name of responding firm:	
2.	Address of responding firm:	
3.	Name, Designation and Address of the contact person to whom all references shall be made regarding this RFP:	
4.	Telephone no. of contact person:	
5.	Mobile no. of contact person:	
6.	Fax no. of contact person:	
7.	E-mail address of contact person:	

Details of EMD	Details of Tender Fees
Name of the Bank: _____	Name of the Bank: _____
UTR No: _____	UTR No: _____
Date: _____	Date: _____

We are enclosing details of our company in the format as given in Form 2.

We hereby declare that our proposal submitted in response to this RFP is made in good faith and the information contained is true and correct to the best of our knowledge and belief.

Sincerely,

[FIRM'S NAME]

Name of the Authorized Signatory:

Designation:

Signature:

Date:

Official Seal:

Authorized Signature of Tenderer
with Seal & Date



Form 2: Details of responding Firm

{To be submitted on the Letterhead of the bidder}

Information about Responding Firm	
Name of the Organization:	
Registered Office Address:	
Telephone:	Fax:
Email:	Website:
Status of Firm/Company (Public Ltd. /Pvt. Ltd. etc.)	
Details of Registration (Refer e.g. ROC Ref#)	Date:
	Ref#
Details of PAN Number:	
Bank details:	
• Bank Name:	
• Branch IFSC Code:	
• Branch Name:	
• Branch Code:	
• Address:	
• Beneficiary Name:	
• Acc. No.:	
• Account Type:	
Number of professionals (on Bidder's pay-roll) with required skill-sets mentioned at Section No. 5.1 (excluding temporary staff). Attach resumes of the professionals with this form.	
Locations and addresses of offices (in India and overseas) [Attach extra sheets if required]	
Certificates (Please attach copies) as required in the Prequalification and Technical Evaluation Criteria:	

Sincerely,

Name of the Authorized Signatory:

Designation:

Signature:

Date:

Official Seal:

Authorized Signature of Tenderer
with Seal & Date

[Handwritten Signature]



Form 4: Format of providing Project Experience

To,

The Director,
Institute of Agri Business Management,
Swami Keshwanand Rajasthan Agricultural University,
Bikaner – 334006

Sub: Details of Projects undertaken (Govt. Organizations/PSU/ Financial Institutions/any other for Indian Clients/Organisation)

Ref: RFP Notification No. IT/Website Maintenance/2019/01; Dt. 08-03-2019

General Information	
Name of Project	
Client for which the project was executed	
Name and contact details of the client	
Project Details	
Description of the project	
Scope of services	
Technologies used	
Outcomes of the project (Completed/ in progress)	
Other Details	
Total cost of the project	
Total cost of the services provided by the respondent	
Duration of the project	No of Months:
	Start Date:
	Completion Date:
	Current Status:
Other Relevant Information	
Mandatory Supporting Documents	

Name of the Authorized Signatory:

Designation:

Signature:

Date:

Official Seal:

(Add extra sheets for multiple projects)

Authorized Signature of Tenderer
With Seal & Date

[Handwritten Signature]



Form 5: Details of Bikaner Development Office of the firm [In support of Sl. No. 7 u/s 4.18.2]

Information about Bikaner Development Office of the Responding Firm	
Name of the Organization:	
Registered Office Address:	
Telephone:	Fax:
Email:	Website:
Status of Firm/Company (Public Ltd. /Pvt. Ltd. etc.)	
Details of Registration (Refer e.g. ROC Ref#)	Date:
	Ref#
Details of PAN Number:	
Number of professionals (on Bidder's pay-roll) with required skill-sets mentioned at Section No. 5.1 (excluding temporary staff) posted in Bikaner Development Office . Attached resumes of the professionals with this form.	
Locations and address(es) of office(s) in Bikaner [Attached extra sheets if required].	

Sincerely,

Name of the Authorized Signatory:

Designation:

Signature:

Date:

Official Seal:

Authorized Signature of Tenderer
With Seal & Date



Annexure-II

Guidelines for Proposal

1. Prices shall be quoted entirely in Indian Rupees.
2. No adjustment of the contract price shall be made on account of any variations in costs of labour and materials or any other cost component affecting the total cost in fulfilling the obligations under the contract.
3. The contract price shall be the only payment payable to the bidder for completion of the contractual obligations by the Bidder under the Contract, subject to the terms of payment specified in the RFP. The price quoted would be **inclusive of** all taxes, duties, charges and levies as applicable. No advanced full payment on any account shall be admissible.
4. The prices, once offered, must remain fixed and must not be subject to escalation for any reason whatsoever within the period of project. A proposal submitted with an adjustable price quotation or conditional proposal shall be rejected as non-responsive.



Annexure-III

Service Level Agreement

Between

IABM

and

[Name of the agency]

**Maintenance and updation of Krishi IQ website and Android App
with Bilingual support**

(Hindi & English)

of

**Institute of Agri Business Management,
Swami Keshwanand Rajasthan Agricultural University,
Bikaner, Rajasthan**

334006 IN

RFP No. IT/Website Maintenance/2019/01 Dt. 08-03-2019



(To be executed on Non-judicial stamp Paper of requisite value)

**Service Level Agreement (SLA) for Maintenance and updation of Krishi IQ website and
Android App**

with Bilingual support (Hindi & English)

between

IABM

And

This Service Level Agreement (SLA) is signed between the (hereinafter referred to as Service Provider') having its Office at _____ and the Service User "Institute of Agri Business Management, Swami Keshwanand Rajasthan Agricultural University, Bikaner-334006 IN" (hereinafter referred to as 'IABM'). The Service Provider agreed to enter into a Service Level Agreement (SLA) with reference to Work Order No. IT/Website Maintenance/2019/01 dated- 08/03/2019 for a contract period from DD.MM.YYYY to DD.MM.YYYY both days inclusive. This contract shall come into force from the date of signing of this agreement.

1. Definitions. As used herein:

(a) The term, "IABM" shall include the officers, employees, agents, consultants, contractors and representatives of IABM.

(b) The term, "Service Provider" shall include the directors, officers, employees, agents, consultants, contractors and representatives of _____ < Company Name>, including its applicable affiliates and subsidiary companies.

2. Scope of the Contract:

The contract for providing service of Maintenance and updation of Krishi IQ website and Android App with Bilingual support (Hindi & English). This contract shall come into force from the date of the issuance of the work order.

3. Terms & Conditions:

3.1 Any Fault affecting availability of service of 5% or more, it shall be treated as major fault. All major faults shall be rectified within 24 Hrs of its reporting to the Service Provider.

3.2 Any fault affecting availability of service less than 5% it shall be treated as minor fault. All minor faults shall be rectified within 12 hours of its reporting to the Service Provider.



3.3 The Service Provider shall, give details of the infrastructure planned to be created by it to meet its obligations under AMC and his action plan to deal with the various situations arising out of hardware & software faults shall be clearly mentioned.

3.4 Penalty

- In case of delay in restoration or completion of delegated work beyond specified time as deemed fit by Board's authority, a sum proportionate to such delay shall be deducted from the yearly payment.
- Delay in excess of 30 days will be sufficient to cause for termination of the contract. In that case the Performance Bank Guarantee of the bidder will be forfeited if submitted any.
- If the selected bidder fails to render any or all the services, for any period during the currency of the contract, IABM shall be at liberty to get the work done from other agencies and deduct charges incurred on this account from the amount payable to the Contractor.

3.5 The service provider must have a development center in Bikaner and availability of a skilled person to visit IABM, as-and-when-required is mandatory. The developers should also be available on telephone/ FAX/ e-mail.

3.6 IABM shall pay the AMC charges to the Service Provider on yearly basis.

3.7 The Service Provider shall submit a **Performance Bank Guarantee** for the amount of 10% of the contract value at the time of signing of the AMC agreement, if applicable.

3.8 After the expiry of the contract, it will be optional for IABM not to renew the AMC contract further, with the Service Provider.

4. Scope and description of work:

Scope of work will be as per **Section 5: Scope of Work** of the RFP No. IT/Website Maintenance/2019/01; Dt. 08/03/2019.

5. Payment Terms and Schedule:

Payment Terms and schedule will be as per **Section 4.21: Payment Terms and Schedule** of the RFP No. IT/Website Maintenance/2019/01; Dt. 08/03/2019.

FOR AND ON BEHALF OF IABM Name of the authorized signatory: 	FOR AND ON BEHALF OF Name of the authorized signatory:
---	--



INSTITUTE OF AGRI BUSINESS MANAGEMENT
SWAMI KESHWANAND RAJASTHAN AGRICULTURAL UNIVERSITY
Bikaner, Rajasthan 334006 IN
Phone: +91-151-2252981/82 E-mail: director@iabmbikaner.org



Signature:	Signature:
Designation: Director, IABM.	Designation:

Witness:

1. _____
2. _____

Authorized Signature of Tenderer
With Seal & Date



Annexure-IV

Non-Disclosure Agreement

This Non-Disclosure Agreement ("Non-Disc") is made and entered intoday of month year (effective date) by and between **IABM** and (Company Name)

and

Whereas, IABM and (hereinafter referred to as service provider) have entered into an Non-Disclosure Agreement effective from DD/MM/YYYY

and

Whereas, each party desires to disclose to the other party certain information in oral or written form which is proprietary and confidential to the disclosing party, ("CONFIDENTIAL INFORMATION").

NOW, THEREFORE, in consideration of the foregoing and the covenants and agreements contained herein, the parties agree as follows:

1. Definitions. As used herein:

(a) The term "Confidential Information" shall include, without limitation, all information and materials, furnished by either Party to the other in connection with citizen/users/persons/customers data, products and/or services, including information transmitted in writing, orally, visually, (e.g. video terminal display etc.) or on magnetic or optical media, and including all proprietary information, customer & prospect lists, trade secrets, trade names or proposed trade names, methods and procedures of operation, commercial or marketing plans, licensed document know-how, ideas, concepts, designs, drawings, flow charts, diagrams, quality manuals, checklists, guidelines, processes, formulae, source code materials, specifications, programs, software packages, codes and other intellectual property relating to the disclosing party's data, computer database, products and/or services. Results of any tests, sample surveys, analytics, data mining exercises or usages etc. carried out by the receiving party in connection with the IABM's Information including citizen/users/persons/customers personal or sensitive personal information as defined under any law for the time being in force shall also be considered Confidential Information.

(b) The term, "IABM" shall include the officers, employees, agents, consultants, contractors and representatives of IABM.



(c) The term, "Service Provider" shall include the directors, officers, employees, agents, consultants, contractors and representatives of _____ (Company Name), including its applicable affiliates and subsidiary companies.

2. Protection of Confidential Information.

With respect to any Confidential Information disclosed to it or to which it has access, Service Provider affirms that it shall:

- (a) Use the Confidential Information as necessary only in connection with Project and in accordance with the terms and conditions contained herein;
- (b) Maintain the Confidential Information in strict confidence and take all reasonable steps to enforce the confidentiality obligations imposed hereunder, but in no event take less care with the Confidential Information than the parties take to protect the confidentiality of its own proprietary and confidential information and that of its clients;
- (c) Not to make or retain copy of any commercial or marketing plans, citizen/users/persons/customers database, Proposals developed by or originating from IABM or any of the stakeholders of IABM except as necessary, under prior written intimation from IABM, in connection with the Project, and ensure that any such copy is immediately returned to IABM even without express demand from IABM to do so;
- (d) Not disclose or in any way assist or permit the disclosure of any Confidential Information to any other person or entity without the express written consent of the other party; and
- (e) Return to the other party, or destroy, at IABM's discretion, any and all Confidential Information disclosed in a printed form or other permanent record, or in any other tangible form (including without limitation, all copies, notes, extracts, analyses, studies, summaries, records and reproductions thereof) immediately upon the earlier to occur of (i) expiration or termination of either party's engagement in the Project, or (ii) the request of the other party therefore.
- (f) Not to discuss with any member of public, media, press, any or any other person about the nature of arrangement entered between IABM and Service Provider or the nature of services to be provided by the Service Provider to the IABM.

3. **Onus.** Service Provider shall have the burden of proving that any disclosure or use inconsistent with the terms and conditions hereof falls within any of the foregoing exceptions.

4. **Exceptions.** These restrictions as enumerated in section 1 of this Agreement shall not apply to any Confidential Information:

- (a) Which is independently developed by Service Provider or lawfully received from another source free of restriction and without breach of this Agreement; or

Authorized Signature of Tenderer
with Seal & Date



(b) After it has become generally available to the public without breach of this Agreement by Service Provider; or

(c) Which at the time of disclosure to Service Provider was known to such party free of restriction and evidenced by documentation in such party's possession; or

(d) Which IABM agrees in writing is free of such restrictions.

(e) Which is received from a third party not subject to the obligation of confidentiality with respect to such Information;

5. **Remedies.** Service Provider acknowledges that (a) any actual or threatened disclosure or use of the Confidential Information by Service Provider would be a breach of this agreement and may cause immediate and irreparable harm to IABM; (b) Service Provider affirms that damages from such disclosure or use by it may be impossible to measure accurately; and (c) injury sustained by IABM may be impossible to calculate and remedy fully. Therefore, Service Provider acknowledges that in the event of such a breach, IABM shall be entitled to specific performance of Service Provider's obligations contained in this Agreement. In addition, Service Provider shall indemnify IABM of the actual and liquidated damages which may be demanded by IABM. Moreover, IABM shall be entitled to recover all costs (including reasonable attorneys' fees) which it or they may incur in connection with defending its interests and enforcement of legal rights arising due to a breach of this agreement by Service Provider.

6. **Need to Know.** Service Provider shall restrict disclosure of such Confidential Information to its employees and/or consultants with a need to know (and advise such employees of the obligations assumed herein), shall use the Confidential Information only for the purposes set forth in the Agreement, and shall not disclose such Confidential Information to any affiliates, subsidiaries, associates and/or third party without prior written approval of the disclosing party.

7. **Intellectual Property Rights Protection.** No license to a party, under any trademark, patent, copyright, design right, mask work protection right, or any other intellectual property right is either granted or implied by the conveying of Confidential Information to such party.

8. **No Conflict.** The parties represent and warrant that the performance of its obligations hereunder do not and shall not conflict with any other agreement or obligation of the respective parties to which they are a party or by which the respective parties are bound.

9. **Authority.** The parties represent and warrant that they have all necessary authority and power to enter into this Agreement and perform their obligations hereunder.

10. **Dispute Resolution.** If any difference or dispute arises between the IABM and the Service Provider in connection with the validity, interpretation, implementation or alleged breach of any provision of this Agreement, any such dispute shall be referred to the Director, IABM.

Signature



(a) The arbitration proceedings shall be conducted in accordance with the (Indian) Arbitration & Conciliation Act, 1996 & amendments thereof.

(b) The place of arbitration shall be Bikaner.

(c) The arbitrator's award shall be substantiated in writing and binding on the parties.

(d) The proceedings of arbitration shall be conducted in English language.

(e) The arbitration proceedings shall be completed within a period of 180 days from the date of reference of the dispute to arbitration.

11. **Governing Law.** This Agreement shall be interpreted in accordance with and governed by the substantive and procedural laws of India and the parties hereby consent to the exclusive jurisdiction of Courts and/or Forums situated at Bikaner, India only.

12. **Entire Agreement.** This Agreement constitutes the entire understanding and agreement of the parties, and supersedes all previous or contemporaneous agreement or communications, both oral and written, representations and under standings among the parties with respect to the subject matter hereof.

13. **Amendments.** No amendment, modification and/or discharge of this Agreement shall be valid or binding on the parties unless made in writing and signed on behalf of each of the parties by their respective duly authorized officers or representatives.

14. **Binding Agreement.** This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and permitted assigns.

15. **Severability.** It is the intent of the parties that in case any one or more of the provisions contained in this Agreement shall be held to be invalid or unenforceable in any respect, such provision shall be modified to the extent necessary to render it, as modified, valid and enforceable under applicable laws, and such invalidity or unenforceability shall not affect the other provisions of this Agreement.

16. **Waiver.** If either party should waive any breach of any provision of this Agreement, it shall not thereby be deemed to have waived any preceding or succeeding breach of the same or any other provision hereof.

17. **Survival.** Both parties agree that all of their obligations undertaken herein with respect to Confidential Information received pursuant to this Agreement shall survive till perpetuity even after any expiration or termination of this Agreement.

18. **Non-solicitation.** During the term of this Agreement and thereafter for a further period of two (2) years Service Provider shall not solicit or attempt to solicit IABM's employees and/or consultants, for the purpose of hiring/contract or to proceed to conduct operations/business similar to IABM with any employee and/or consultant of the IABM who has knowledge of the Confidential Information, without the prior written consent of IABM.



INSTITUTE OF AGRI BUSINESS MANAGEMENT
SWAMI KESHWANAND RAJASTHAN AGRICULTURAL UNIVERSITY
Bikaner, Rajasthan 334006 IN
Phone: +91-151-2252981/82 E-mail: director@iabmbikaner.org



This section will survive irrespective of the fact whether there exists a commercial relationship between Service Provider and IABM.

19. **Term.** Subject to aforesaid section 17, this Agreement shall remain valid up to years from the "effective date".

IN WITNESS HEREOF, and intending to be legally bound, the parties have executed this Agreement to make it effective from the date and year first written above.

For IABM,

For Service Provider

Name of the authorized signatory

Name of the authorized signatory

Designation:

Designation:

WITNESSES:

1. _____

2. _____

Authorized Signature of Tenderer
with Seal & Date

[Handwritten Signature]



Annexure-VI

Declaration that the bidder has not been blacklisted

{To be submitted on the Letterhead of the bidder}

To

**The Director,
Institute of Agri Business Management,
Swami Keshwanand Rajasthan Agricultural University,
Bikaner – 334006**

Subject: Submission of Declaration that the bidder has not been blacklisted in response to the RFP for "Maintenance and updation of Krishi IQ website and Android App with Bilingual support (Hindi & English)".

Ref: RFP Notification No. IT/Website Maintenance/2019/01; Dt. 08-03-2019

Dear Sir,

We confirm that our company is not blacklisted in any manner whatsoever by any Central/State Government departments, Autonomous Organizations, Public Sector Undertakings (PSUs) or any other Government Organizations in India on any ground including but not limited to indulgence in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice.

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

IABM shall have the right to take appropriate action against us, in case any of the above information is found to be false or incorrect.

Sincerely,

Name of the Authorized Signatory:

Designation:

Signature:

Date:

Official Seal:

Authorized Signature of Tenderer
with Seal & Date



INSTITUTE OF AGRI BUSINESS MANAGEMENT
SWAMI KESHWANAND RAJASTHAN AGRICULTURAL UNIVERSITY
Bikaner, Rajasthan 334006 IN
Phone: +91-151-2252981/82 E-mail: director@iabmbikaner.org



Annexure-VIII

Format for sending queries

{To be submitted on the Letterhead of the bidder}

To

The Director,
Institute of Agri Business Management,
Swami Keshwanand Rajasthan Agricultural University,
Bikaner – 334006

Subject: Submission of queries for clarification in response to the RFP for “Maintenance and updation of Krishi IQ website and Android App with Bilingual support (Hindi & English)”.

Ref: RFP Notification No. IT/Website Maintenance.2019; Dt. 08-03-2019

Name of the Bidder:-

Contact Address of the Bidder:-

Sl. No.	Section No.	Page No.	Query

Sincerely,

Name of the Authorized Signatory:

Designation:

Signature:

Date:

Official Seal:

[Handwritten Signature]

Authorized Signature of Tenderer
with Seal & Date



Annexure -IX

Format for Letter authorizing representing executive(s)

{To be submitted on the Letterhead of the bidder}

To

**The Director,
Institute of Agri Business Management,
Swami Keshwanand Rajasthan Agricultural University,
Bikaner – 334006**

Affix passport
size
photo here

Subject: Authorization letter for attending the Bid opening for “Maintenance and updation of Krishi IQ website and Android App with Bilingual support (Hindi & English)”.

Ref: RFP Notification No. IT/Website Maintenance.2019; Dt. 08-03-2019

Dear Sir,

We hereby authorize Shri, Designation: to, submit technical & commercial proposal and to attend Bid opening meeting as may be required by you in the course of processing the above said Bid.

For the purpose of validation, his/ her verified signatures are as under and on our behalf. We undertake to abide by any acceptance given by him under his signature.

(Specimen Signatures of Authorized Representative)

Sincerely,

Name of the Authorized Signatory:

Designation:

Signature:

Date:

Official Seal:

Authorized Signature of Tenderer
with Seal & Date



Annexure -X

Document Checklist

Sl. No.	Documents to be submitted	Forms	Annexure	Submitted (Y/N)
1.	Copy of RFP shall with authorized signature and official seal on each and every page of the RFP by the bidder.	N/A	N/A	
2.	Covering letter with the Proposal in response to RFP Notice	Form 1	Annexure-I	
3.	Details of responding firm	Form 2	Annexure-I	
4.	Attested copy of the Memorandum and Articles of Association Byelaws/ Partnership Deed /Certificate of Incorporation.	N/A	N/A	
5.	Summary/ Citation of Similar projects undertaken	Form 4	Annexure-I	
6.	Copies of previous Work Orders, Project Completion	N/A	N/A	
7.	Details of Bikaner Development Office of the firm	Form 5	Annexure-I	
8.	Self –attested copy of PAN Number	N/A	N/A	
9.	IT Returns of last three (03) Financial Years (i.e. 2014-15, 2015-16 and 2016-17)	N/A	N/A	
10.	Declaration that the bidder has not been blacklisted	N/A	Annexure-VI	
11.	Format for Letter authorizing representing executive	N/A	Annexure-IX	

[Handwritten Signature]