



NATIONAL SMALL INDUSTRIES CORPORATION LTD.

“NSIC BHAWAN”

Okhla Industrial Estate

New Delhi -110 020

**Email: dmit@nsic.co.in**

**Phone: 011-26920906**

**Tender Notice**

**No. NSIC/HO/TISDC/18**

**Tender for Supply of National Tenders to NSIC’s Members and availability of the same through Web Platforms on NSIC Website’s.**

Sealed bids are invited in two bid system (Technical & Financial bid in two separate sealed envelopes contained in one bigger envelope) in the prescribed format for **Tender for Supply of National Tenders to NSIC’s Members and availability of the same through Web Platforms on NSIC Website’s.**

The bids should be submitted separately for Technical bid and financial bid. The envelopes should be addressed to General Manager-SG (TISDC), NSIC, Okhla Industrial Estate, New Delhi - 110020 and should reach by **14:00** hrs on **07<sup>th</sup> Aug, 2014**. The Tenders will be opened on **08<sup>th</sup> Aug, 2014** at **16:30** hrs in the presence of authorized representatives of the bidder who wish to participate.

The bid must be accompanied with the Earnest Money of Rs.10,000/- (Rupees Ten Thousand only) in the form of Demand Draft favouring **“The National Small Industries Corporation Limited”** payable at New Delhi. Without the EMD, the bid shall be rejected outright.

NSIC reserves the right to reject any bid and to annul the bidding process and reject all bids at any time prior to award of contract without assigning any reason.

The detailed Tender document can be downloaded from NSIC’s Website [www.nsic.co.in](http://www.nsic.co.in).

## **Tender for Supply of National Tenders to NSIC's Members and availability of Web Platforms through NSIC Website's.**

The National Small Industries Corporation (NSIC) is delivering Business Information at the doorsteps of MSMEs since 2003 through a professionally managed Web Portal [www.nsic.co.in](http://www.nsic.co.in) and other supplementary value added services. NSIC is also serving MSME Sector through B2B portal for Infomediary services through [www.msmemart.com](http://www.msmemart.com). Currently NSIC has 5,000 Live Members (approximately) and expected to increase upto 10,000 (approximately) by next one year.

### **1.0 Scope of Work**

Sealed bids are invited for providing comprehensive information on the National Tenders sector specific for the period of **One Year** from 01<sup>st</sup> Sept, 2014 – 31<sup>st</sup> August, 2015.

1. Web based information on National Tenders with regular update, a cross linkage for accessibility of tenders from NSIC Website's as and when required with NSIC theme shown on the pages.
2. Tender Information should cover
  - Government tenders
  - Public Sector Tenders
  - Private sector Tenders
3. Tender Email Alerts
  - Provision of Daily Tender Notices through e-mails to NSIC Customers based on their Sector specific choice through the email address provided by NSIC.
4. To name a few, the tender information should cover all the sectors for example :
  - INFORMATION TECHNOLOGY
  - LEATHER AND LEATHER PRODUCTS
  - KNITWEAR AND GARMENTS
  - PHARMACEUTICALS AND CHEMICALS
  - AUTO COMPONENTS
  - LIGHT ENGINEERING (BUILDING HARDWARE, PUMPS, AGRICULTURE DIESEL ENGINES, HAND TOOLS, BICYCLE COMPONENTS ETC.)
  - AGRO AND FOOD PROCESSING
  - BIO-TECHNOLOGY AND BIO MEDICAL
  - DIMENSIONAL STONES
  - LOW COST BUILDING MATERIALS
  - CERAMICS etc.
  - Any tender information related to Micro, Small & Medium Enterprises (SMEs) can be added.
5. The bidder should keep provision of a User ID and Password for every member. The member can log on to website any time, from any part of the world, and get the tender of his choice. This service allows member to access tenders from the website directly.

6. Tender information through E- Mail alerts for the specific sectors should be sent to their mailboxes on daily basis.
7. The Bidder will ensure the readability of attachment if any, sent along with the E-mail alerts.
8. In case a separate link is given for display of tenders, the NSIC website theme should be applied to all the linked pages and no other advertisement or logo should be displayed.
9. The access to the tender information to NSIC Members shall be unlimited.
10. Project/Business News Information from all over the India to be provided.

## 2.0 REPORT FORMAT

Service provider will provide monthly log reports in the following format:

### Report-I

#### Selection Criteria

**From Date:**  **To Date:**

Name of NSIC Members (Company Name):..... Email Address:.....

Total No. of Tenders Sent. : .....3000 ..... Validity Date:

S#	Tender Notice No.	Sent Date
1	TIS/GGG/MMMM/IT, TTT/MM/KKK/222	05-06-2014

### Report-II

**Selection Criteria** **Date:**

S#	Name of NSIC Members (Company Name)	Email Address	Count
1	XXXXXX	<u>XXXX@gmail.com</u>	05

**Report-III**

**Selection Criteria**

**From Date:** 01-04-2014

**To Date:** 31-03-2015

S#	Sector	Tender Notice	Total Number of NSIC Members to whom Tender Notice is sent
1	IT	TIS/GGG/MMMM/IT	300

**Report-III**

**Selection Criteria**

**From Date:** 01-04-2014

**To Date:** 31-03-2015

S#	Name of NSIC Members (Company Name)	Email Address	Count
1	XXXXXX	<u>XXXX@gmail.com</u>	20

**3.0 BID SUBMISSION PROCEDURE**

3.1 The bids shall be submitted in two parts in separately sealed envelopes and super scribed as below:

Part I: Technical Bid – Total team Strength and Clientele

Part II: Financial Bid - Lump sum Amount Per year.

3.2 Bid Validity

The bid shall be valid for 90 days from last date of submission.

**4.0 Earnest money and Request for Proposal Format**

4.1 The tender document is available on the NSIC website [www.nsic.co.in](http://www.nsic.co.in) . Bidders can download the RFP free of cost and use it for submission.

4.2 Earnest Money Deposit of Rs. 10,000/- (Ten Thousand only) should be in the form of Demand Draft favoring "The National Small Industries Corporation Limited" payable at New Delhi. Without the EMD, the bid shall be rejected outright. The earnest money deposit (EMD) of the unsuccessful bidders shall be refunded after the contract has been awarded without any interest thereon

## **5.0 Payment Schedule**

NSIC will make payment for the contracted services under this bid as per details given below:

- 5.1 25% of total amount as Quarterly payments at the end of each quarter will be released on satisfactory performance.

## **6.0 Performance**

- 6.1 In case, the Bidder does not perform under the contract to the full satisfaction of the Corporation, NSIC reserves right to reject the services rendered under the contract in its entirety or partially, as the case may be, during the evaluation period of rendered services and Bidder shall be liable to refund the full payment of that quarter received from NSIC. In this regard the decision of the General Manager (SG) of NSIC, Head Office, TISDC Department, New Delhi shall be final & binding.

## **7.0 Timely Availability of Support Services**

The Bidder should have proper and adequate support mechanism at New Delhi to provide all necessary support under this project. The Bidder should be able to provide support services at all users/members of NSIC either through their own support offices or through franchise centers. The response time for the support services for the required Tender/service should not be more than 24 hours.

## **8.0 Eligibility Criteria**

Only those Bidders fulfilling the following criteria should respond to the bid:

1. Bidder should have experience of last 2 years in rendering services for National Tenders.
2. The Bidder should have given services to Government sector/ PSU Sector.
3. The entire responsibility of authenticity of Tender Information should be born by Bidder and any legal dispute that may arise will be taken care by Bidder.

Bidder should submit documentary evidence in respect of all above mentioned criteria while submitting the bid. Bid of Bidder who do not fulfill the above criteria or fail to submit documentary evidence thereon would be rejected.

## **9.0 Last Date for Submission of Tender**

The bids should be submitted separately for Technical bid and financial bid. The envelopes should be addressed to **General Manager-SG (TISDC)**, NSIC, Okhla Industrial Estate, New Delhi – 110020 and should reach by **16:00 hrs** on **07<sup>th</sup> Aug, 2014**. The Tenders will be opened on **08<sup>th</sup> Aug, 2014 at 16:30 hrs** in the presence of authorized representatives of the firms who wish to participate.

The bigger envelope shall be super-scribed as "Tender for Supply of National Tenders to NSIC's Members". The two sealed envelopes inside the bigger envelope must be super-scribed as: Envelope No-1: The said envelope is for technical bid & shall be super-scribed as "Tender for Supply of National Tenders to NSIC's Members – TECHNICAL BID documents" Envelope No-2: The said envelope is for financial bid & shall be super scribed as "Tender for Supply National Tenders to NSIC's Members – FINANCIAL BID".

**10.0** The NSIC reserves the right to reject any bid and to annul the bidding process and reject all bids at any time prior to award of contract without assigning any reason whatsoever.

**11.0** NSIC, as per its discretion, may procure services from one or more than one supplier, or procure services in parts. The detailed Tender document can be downloaded from NSIC's Website [www.nsic.co.in](http://www.nsic.co.in).

## **12.0 LIQUIDATED DAMAGES**

Time is the essence of the assignment. On the occurrence of any of the event of default on the part of bidder, the NSIC may be at liberty to terminate the Contract/Work Order with prior 30 days notice. In the event of termination of contract, the bidder shall be liable to pay the 25% of total contract value along with damages if any, claimed by NSIC Members.

## **13.0 ARBITRATION**

13.1.1 For any un-resolved dispute or differences arises between NSIC and the bidder with regard to this Tender Document/ Agreement, the same shall be referred to the sole arbitrator appointed by CMD/ Director (Planning & Marketing)/ Director(Finance) of NSIC. Such appointed arbitrator shall be either an employee serving or retired from the office of NSIC or of any other Public Sector Undertaking (PSU) or Law Faculty Member of Government University or any other Advocate Retired Judge. There shall be no objection by any party for appointment of such person as Arbitrator. The award of the Arbitrator so appointed shall be final and binding on the parties to this Tender Document/ Agreement.

13.1.2 The Venue of Arbitration shall be at Delhi.

**Annexure 'B'**

**Formats for Bids**

**A) Technical Bid Format**

1.	Name of the Bidder	
2.	PAN / TAN No.	
3.	List of Clientele along with the Project Value (For past 2 Years)	
4.	Referees in all projects	

(Please enclose a separate sheet, if needed)

**B) Financial Bid Format**

Description		Amount (in Rs.)
<b>Lump sum amount for Supply of National Tenders to NSIC's Members and availability of Web Platforms through NSIC Website's.</b>	:	
<b>Taxes</b>	:	
<b>Total Amount</b>	:	