No.DMN/7/2019-SP POLICE/Inventory Management System/   Dt: .06.2019

QUOTATION INVITING NOTICE

Police Department of Daman & Diu intends to purchase a Customised Web Application for implementation of Inventory management System. The scope includes System Study, Design, Development, Installation, Training, Implementation Support Web Hosting on a Server and Warranty for one year after Installation. Sealed Quotation(s) are hereby invited on behalf of the President of India from firms / agencies dealing in the business of developing softwares exclusively.

Through the inventory management software, store branch of the Police Department of Daman & Diu will receive, the requested duly approved by the competent authority and if the required items / indent is available in the Store branch, the Incharge Store will issue the same to the concerned Department / Branch/Unit/Police Station. If the required material is not available then I/C Store Branch shall forward each and every request to General Branch for procurement and after the procurement is done, General branch will hand over the material to the Store branch, who in turn will issue the procured material to the concerned Department / Branch, after affecting the necessary entries in this inventory management software.

Sr. No.	Name of Work	EMD Rule – 170 of GFR (Earnest Money Deposit)
1.	Inventory Management System	₹. 1000/- in form of Account Payee Demand Draft, Fixed Deposit Receipt, Banker's Cheque or Bank Guarantee from any of the Banks
2.	Last date for submission of Quotation along with EMD other relevant documents	30th June, 2019 till 15:00 hours
3.	Bid Validity	180 Days
4.	Opening of **Quotation**	2019 till 15:00 hour if possible
5.	Address for submission of Quotation/ Bids	**O/o The Dy. Superintendent of Police, (HQ)** Police Head Quarters, Airport road, Dunetha, Nani Daman, Daman – 396 210
6.	❖ The Quotation complete in all respect consisting EMD in form of Account Payee Demand Draft, Fixed Deposit Receipt, Banker's Cheque or Bank guarantee from any of the Banks drawn in favor of DIGP, Daman & Diu. ❖ Valid copy of GST (IGST/UGST/CGST) registration, GSTIN number. ❖ Copy of PAN Card, ❖ Duly signed Quotation	

	❖ Aadhar card.
	❖ These documents are **mandatory documents** and required to be sent through RPAD/Speed Post / Courier or in person and shall reach the office of the **Dy. Superintendent of Police, Daman as mentioned above in column No. 5.**
	❖ However, Quotation inviting authority shall not be responsible for any postal delay.
7.	The offers received without mandatory documents, without EMD will be rejected.
8. *	Bidders have to submit the **Quotation** duly super scribed as " **Quotations for Inventory management Software**.
9.	The Quotations received after the stipulated date will not be taken into consideration and liable for rejection.
10.	The Purchase Committee reserves the right to accept/ reject any or all or part Quotations without assigning any reasons thereof.

Dy. Superintendent of Police, (HQ)
Police Head Quarters,
Daman.

Copy to:-

1. The District Informatics Officer (NIC) Daman for Publishing on http://daman.nic.in website.

2. All Head of Office, Daman (U.T.) for wide publicity

3. Daman Police website http://ddpolice.gov.in for Publishing on the website, please

U.T. ADMINISTRATION OF DAMAN & DIU
OFFICE OF THE DY. SUPERINTENDENT OF POLICE
POLICE DEPARTMENT,
DAMAN & DIU,
DAMAN

No. DMN/7/2019-SP POLICE/Inventory Management System/   Dt: .06.2019

TERMS AND CONDITIONS OF CONTRACT

1. The Quotation Document is non-transferable.

2. Bidder should have experience in Implementation of IT Solutions in Government Sector or in Private Sector.

3. Bidders should not have been blacklisted by any UT/State/Central Government Organization.

4. The selected firm shall install the application software on appropriate hardware, system software and network provided by Police Department of Daman & Diu.

5. You will have to provide the training to the staff for one month after installation and commissioning of the software.

6. The selected firm will provide implementation assistance, technical support and user training to Police Personnel for a period of up to 1 month.

7. The selected firm will have to provide data feeding personnel to Police Department of Daman, for a period of up to 1 month.

8. The selected firm will provide user manual (hard and soft copy) along with the installation and maintenance guide (hard and soft copy) to Police Department of Daman & Diu.

9. **Scope of work: -** Bidders are required to develop, install & commission the software for inventory management and other store/purchase activities capable of working in multi user environment and shall provide the training to the I/c Store Branch and other users of the Software. Bidder shall also provide facility for hosting the application software on a secure server.

10. **Delivery period/Schedule: - Bidder** will be required to complete the development, installation & commissioning of software including the data entry within the stipulated period, as mentioned in this Quotation document.

11. **Warranty: -** The firm shall provide one year warranty including modification, addition, and rectification of the software free of cost from the date of successful installation.

12. **Security Deposit:** You are required to deposit 10% of contract value towards security deposit for due performance of the contract. The security deposit shall be returned to you after successful completion of the contract and on submission of a No demand certificate.

13. **Eligibility Criteria for short listing of firms:**

a. Balance sheet of last three financial years.

b. GST Registration certificate's self attested copy should be enclosed.

c. Income Tax PAN and Last Submitted Return along with the affidavit from a Notary that the firm has never been blacklisted must be attached.

d. List of Technical Personals to be engaged (Attach their bio-data).

14. Broad functionality of the inventory management software: -

a. This software shall facilitate multi store record keeping in the organization, where the responsibility of each store can be assigned to any section/person.

b. This software shall define various stores and the Employees assigned to each store.

c. This software shall maintain Categories of items.

d. This software shall maintain Items for each store.

e. This software shall maintain the Details of all Suppliers/Vendors.

f. This software shall provide a facility for opening Stock for individual store.

g. This software shall provide a facility to Record the supply of items against PO vide Delivery Challan.

h. This software shall provide a facility to Record the indent from various sections to store.

i. This software shall provide a facility to Issue items against Indents. This should be OTP Based.

j. This software shall provide a facility to return of items.

k. This software shall provide a facility to inter store transfers.

l. This software shall provide a facility to Stock Accounting reports.

m. This software shall provide a facility to maintain Fixed Assets register, Dead Stock Register, Consumable Registers, Maintenance register, Vehicle Register, and Mics. Registers, Arms & Ammunition.

15. Payment:

a. 25% payment will be released after the successful installation of the software

b. 50% payment will be released after the data entry for 01 month

c. 25% will be released after the one year of the software installation.

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U.T. ADMINISTRATION OF DAMAN & DIU
OFFICE OF THE DY. SUPERINTENDENT OF POLICE
POLICE DEPARTMENT,
DAMAN & DIU,
DAMAN

PROFORMA FOR REQUIREMENT & PRICE SCHEDULE

Quotations for procurement of Inventory management software for the Store Branch of PHQ, Police Department are invited and rates are required to fill in below tabular format.

I/We_____ hereby certify that we are established Manufacturer/Agency/Firm/Supplier/Agent carried out business under title M/s_____ with firm/Shop/agency at _____are hereby offer to develop Inventory management software for the USE OF Store Branch of Police Department of Daman at the prices indicated below:

Sr. No	Name of the Work	Total No. of Quantity required	Software Developing Charge per software	GST	Total Amount (4 + 5 =6)
(1)	(2)	(3)	(4)	(5)	(6)
1.	Inventory Management System	01 Nos. Software			

Dy. Superintendent of Police, (HQ)
Police Head Quarters,
Daman.

NOTE: - It is hereby certified that we have understood all the terms and conditions specified in the quotations document and are thoroughly aware of the nature of job required to be done. We agree to abide by all the terms and conditions. We hereby offer to carry out the job and (or) supply the Inventory management software on the above quoted prices.

(Signature and seal of Bidder)

Dated: _____

U.T. ADMINISTRATION OF DAMAN & DIU
OFFICE OF THE DY. SUPERINTENDENT OF POLICE
POLICE DEPARTMENT,
DAMAN & DIU,
DAMAN

CHECK LIST

Other information for Bidder

CONTRACT FORM – CHAPTER 7 Rule 188 of GFR – 2017

All the participating firms/companies are requested to attach/send self attested legible documentary proof of the following documents with their bid. In the absence of any of the following documents, the bid will be disqualified/rejected straightway without any further clarification:-

SI No	Description	Yes/No
1.	Please attach E.M.D. of ₹. 1000/- in form of Account Payee Demand Draft, Fixed Deposit Receipt, Banker's Cheque or Bank Guarantee from any of the Banks IN FAVOUR OF DIGP/DD, DAMAN. **(Rule – 170 of GFR 2017)**	
2.	Only GST (IGST/CGST/UGST) registered agencies are eligible to fill this Tender. Have the firm attached registration certificate?	
3.	Please attach Undertaking for non-blacklisting of firm and non-registration of criminal case.	
4.	Please attach Undertaking for Guarantee/Warranty as per terms & condition No. 11.	
5.	Please attach Balance sheet of last three financial years.	
6.	Please attach GST Registration certificate's self attested copy should be enclosed.	
7.	Please attach Income Tax PAN and Last Submitted Return along with the affidavit from a Notary that the firm has never been blacklisted must be attached.	
8.	Please attach List of Technical Personals to be engaged (Attach their bio-data).	
9.	Please attach Undertaking to provide Training.	
10.	Copy of PAN Card	
11.	Details of Aadhar Card No.	
12.	Bank details as follows	
	Name of the Bank/ Branch	
	Account No. of Bidder	
	Type of Account	
	IFSC Code of the Bank	
	MICR Code of the Bank	
13.	GSTIN Number	

Signature of the bidder
With Seal.