



VIGYAN PRASAR

(An autonomous organization of the Department of Science and Technology, Govt. of India)
A-50 Institutional Area, Sector-62, Noida (UP) 201 309

VP/1900/IT>CD/DST/Mobile App on Yoga/2018

Dated: 02/05/2018

INVITES

Request for Proposal (RFP)

For

**Development of Mobile Application (App)
On Yoga**

NOTICE INVITING RFP/TENDER
Details of Tender

a	RFP/Tender No.	VP/1900/IT>CD/DST/Mobile App on Yoga/2018
b	Last Date and time of receipt of tender	9 May, 2018 by 5:00 pm
c	Date and Time for Opening of Proposals	10May, 2018 at 11:00 am at Vigyan Prasar A – 50, Institutional Area, Sector – 62, Noida – 201309
e	Place of receiving the proposal	Registrar, Vigyan Prasar, A – 50, Institutional Area, Sector – 62, Noida – 201309

Important Notice:

1. An incomplete and/or ambiguous and/or late response is liable to be ignored/summarily rejected.
2. The bidder must attest with seal the original bid document as an acceptance of the RFP/ Bid terms and conditions and submit the same along with the technical bid. In case of non-compliance the bid is liable to be ignored/summarily rejected.

**TERM OF REFERENCE FOR DESIGN & DEVELOPMENT OF MOBILE APP
ON YOGA FOR VIGYAN PRASAR, DEPARTMENT
OF SCIENCE & TECHNOLOGY**

- 1.0** Vigyan Prasar (VP) an autonomous organization of the Department of Science and Technology (DST), Government of India invites tenders/quotations in two bid systems from only NICTSI empanelled agencies for design and development Mobile App on Yoga to promote and popularize Yoga and inculcate scientific healthy living among youth and masses.

The interested agencies are requested to submit their technical bid and financial bid in separate two sealed covers and enclosing both is another sealed cover subscribing “Tender for Design and Development of Mobile App on Yoga for Vigyan Prasar” addressed to Registrar, Vigyan Prasar, A – 50, Institutional Area, Sector – 62, Noida – 201309 U.P., Email - info[at]vigyanprasar[dot]gov[dot]in by hand or by post.

2.0 Scope of Work

The mobile application should be capable to cover following areas:

- 2.1** Design & Development of Content management System (CMS) based dynamic mobile application, as per W3C Industry Standard and statutory requirement as per Government of India.
- 2.2** Onsite Technical support for content uploading on the mobile application during the period of maintenance.
- 2.3** Coordination and Support for regular maintenance, upgradation and updation in terms of latest technology, required pages and content as and when required in the mobile application, including development of additional pages after the deployment/ production, and /or scaling backend hosting architecture, as per the ongoing requirement, during the period of application development & maintenance.
- 2.4** Security certificate from third party security auditor as per government norms for the app.
- 2.5** The modules of the App on YOGA is as follows:
1. Yoga for Beginners
 2. Yoga for All
 - Yoga for Children
 - Yoga for Teens
 - Yoga for Women
 - Yoga for Pregnant Women
 - Yoga for Senior Citizens
 - Yoga for Specially- Abled
 3. Yoga for Everyday Wellness
 4. Yoga on Specific Diseases
 - Stress
 - Controlling Weight
 - Life Style Diseases
 - Blood Pressure
 - Blood Sugar
 - Anxiety Depression
 - Insomnia
 - IBS (Irritable Bowel Syndrome)

- Skin Disorders
 - Joint & Back Pain
5. Real life experiences (Success stories)
 6. Yoga in Community (Yoga Centres, Parks, Associations, Trainers)
 7. FAQs
 8. Videos and Animations
 9. Suggestions and Feedback
 10. Share Your Yoga Event

2.6 Each module would comprise the content on the following :

1. Overview
2. Details of the module – Aasanas, Practices & Precautions and Benefits
3. Audio Videos / Photos / Animation / GIF
4. Testimonials

2.7 Resources

1. Bibliography
2. Events
3. Yoga Centres

2.8 FAQs

1. Getting Started
2. Using the App
3. Yoga Practice

Note:

1. The titles and the description given above are indicative in nature and may change at the time of content finalisation.
2. A minimum of five modules will be required to be developed within 30days and rest would be developed during the AMC period.

3.0Technology

It is proposed that the app will be native for

- a) ANDROID
- b) IOS

4.0 Deliverables

Following are the deliverables under the project:

- 4.1** Successfully designed and developed of Mobile App on Yogain Android & IOS
- 4.2** Interactive presentation of content.
- 4.3** Documentation of software requirement specifications (SRS), User Manual need to be developed and transferred to Vigyan Prasar at the end of the work and before payments are made.
- 4.4** Training and handholding for uploading content - support, training for routine maintenance.
- 4.5** Transfer of Source Code for the Mobile App on Yoga.
- 4.6** Security Audit of App.

- 4.7 Comprehensive warranty for maintenance of the mobile application for a period of one year from the date of successful commissioning, acceptance and handholding by the Department.
- 4.8 Audited company balance sheet for preceding 3 years should be enclosed. The net worth of the bidder should be also positive for any preceding three years.
- 4.9 Bidding company should have its own development facility and should own source code for the product or software and hand over the same after completion to Vigyan Prasar, Noida

5.0 Project Monitoring Mechanism:

5.1 VP will require the vendor to do the onsite development of the application and deploy the quoted manpower onsite under the constituted committee consisting of members from Vigyan Prasar. The vendor will be required to submit the progress report on regular basis to Institution.

5.2 Project Schedule/Duration:

The total duration envisaged for Beta Live of the project is 30 (Thirty days) from the date of placement of orders. Tentative schedule and milestone is listed below:-

- Detailed Project Management Plan – 7th days
- Design, development and testing of application –10th days
- User acceptance testing –20th days
- Deployment, implementation and Training –30th day
- Uploading of new modules will continue during the period of one year.

6.0 Prequalification Criteria for the Bidder

- 6.1 Empanelment Certificate of the NIC/NICSI
- 6.2 Should be a company registered in India and in operation for the last 10 years or more and having a minimum turnover of minimum Rs.10Crore in average for the last three financial years.
- 6.3 Experience in developing and implementing government projects.
- 6.4 Bidder should have implemented at least 2 similar projects in institutes like Research Institutes funded by Govt. of India/ Universities/ Reputed Institutions/Offices/Organisation in India during the last five year period. The bidder should enclose client list with contact address for reference. Attach photocopies of work orders.
- 6.5 Bidder should have at least 2 completion or AMC certificates to substantiate success in implementing related projects or capability to handle software maintenance and to ensure continuity of the implementation work.
- 6.6 Certified copies of proofs of above criteria should be included in Technical Proposals.
- 6.7 Bidding company should have its own development facility and should own source code for the product or software and hand over the same after completion to Vigyan Prasar, Noida

7.0 Selection Criteria:

The technical and financial proposals shall be properly sealed in two envelopes separately. Both the envelopes shall be put in a single large envelope and sealed envelope shall be submitted. The name of the agency shall be marked properly on the envelopes. The Technical proposal will be opened by the Technical evaluation committee for evaluation. The technical proposal shall cover the following:

- **Overall approach to project development**
- **Proof of similar work carried out earlier by the empanelled agency**
- **The detailed Project Management & Implementation Plan**
- **Resumes of the technical resources proposed to be deployed on the project**

The empanelled agency will be required to make a detailed presentation in front of the committee.

The evaluation criteria will be as follows:

Sl. No.	Criteria	Requirement	Max Marks	Remarks	
A	Understanding of requirements, Approach Methodology, Technical presentation & Live Demonstration		60	Presentation and Technical Documentation required	
1	Understanding of the scope		30		
2	Approach Methodology & Project implementation Plan		10		
3	Technical Presentation		20		
B	Proof of similar work carried out in the past		25		
1	Experience relevant to Website /Web portal/Mobile App Development/having value more than 10 Lacs for each project	Projects executed during the last 5 years		25	Completion certificate or Work order + Phase completion certificate
		More than 5	25 Marks		
		3 to 4	20 Marks		
		1 to 2	10 Marks		
C	Resource Profile		15		
	Qualification and competence of key Professionals available with similar kind of experience & similar technologies	No. of professionals with minimum qualification of B-Tech/MCA/M-Tech or Equivalent and Minimum 3 Years of Experience		20	Resumes to be Submitted
		Experience			
		25 or More	20 Marks		
		>20 and <25	15 Marks		
		>10 and <20	10 Marks		

The agencies with more than 70marks will be treated as qualified and their financial proposal will be opened for further evaluation.

The financial proposals of the agencies who qualify after the technical evaluation will be opened by the Financial Evaluation Committee. The empanelled agencies shall ensure that financial proposals should include the cost of the resources as per the requirement, security audit cost, maintenance cost etc. The cost of the resources has to be as per NICS I empanelment. The agency will provide a warranty support of one year after the completion certificate issued by VP for the Modules/functionality implemented.

The agency shall submit the financial proposal as per format prescribed by NICS. The agency with the overall lowest quotation will be treated as L1.

8.0 Engagement Mechanism:

On receipt of work order, the Agency will finalise the Project Management Plan within 7 (seven) days to meet the timelines and deliverables in consultation with Vigyan Prasar. The plan should cover the Go-Live checklist for achieving the milestone.

The agency will get the necessary deliverables approved from time to time as per project management plan. Mobile application security auditing by CERT-IN empanelled vendor will be the responsibility of the agency.

- The App to be developed within 30 days of the award of the contract followed by one year AMC
- Vigyan Prasar will select the alternative for a mix of samples which will be used for further development of the mobile application.
- Interactive presentation of content.
- Managing feedback and post comments.
- Change management as per the Requirements. This includes maintenance, updation and upgradation of the app as per requirement for one year.
- Comprehensive warranty for Maintenance of the mobile application for a period of one year from the date of successful commissioning, acceptance and handholding by the Department.

9.0 Earnest Money Deposit (EMD)

9.1 EMD of Rs.50,000/- be furnished by means of a demand draft / Bank Guarantee drawn in favour of Vigyan Prasar, Payable at Noida from any Indian scheduled commercial bank towards Bid.

9.2 Successful bidder has to submit security money equivalent to 5 % of the total contract amount which can be furnished by means of a FDR hypothecated to Vigyan Prasar or in the form of BG (Bank Guarantee) from an Indian scheduled Bank having validity for the period of contract Period from the date of award of the Work Order. The format of the BG may be obtained from Vigyan Prasar if desired.

10.0 Documentary Proof

Documentary proof shall be furnished in support of the requirements aforementioned. This information should include:

- The relevant software / Mobile application development projects carried out by the bidder along with start and finish dates
- Clients along with their contact information, Certificates from the clients / concerned parties shall be furnished as documentary proof in support of the cited information. VP may contact any of the listed clients for verifying the documents provided by the bidder.
- Authenticated balance sheets and profit & loss statement for the preceding 3 years shall be furnished for establishing financial credentials
- The firm / company shall not assign or sub-contract the work or any part thereof without prior written permission of VP.

- A brief bio-data of the professionals of the bidder scheduled to be associated in preparation of the report indicating their competency / experience profile shall be furnished along with the techno-commercial bid.

11.0 BID PARTICULARS

11.1 Cost of Bidding

1. The bidder shall bear all costs associated with the preparation and submission of the bid, attending bid meetings and visiting sites, if required and or any other locations in connection with bidding and VP will in no case be responsible or liable for these costs regardless of the conduct or outcome of the bidding process. However, the cost of VP officials associated with the bidding process will be borne by VP.
2. It will be imperative on each bidder to familiarize Mobile application with all local conditions and factors, which may have any effect on the execution of work covered under the bid document.
3. It must be ensured that the above factors have been properly studied and considered while submitting the bid. No claim for financial or any other adjustments to contract price, on account of lack of clarity of such factors, shall be entertained.

11.2 Bid Documents

11.2.1 The bidder is expected to examine carefully all instructions, conditions, forms, terms and conditions, given in the bid document. Failure to furnish any information required by the bid document or not responsive to the requirements of the bid documents will be at the bidder's risk and may result in rejection of the bid document

11.2.2 All questions and clarifications relating to the bid shall be addressed to the official mentioned in Clause 1 by telephone / letter / fax / e-mail.

12.0 Addendum / Corrigendum

12.1 Changes, if any shall be intimated through Addendum(s) / Corrigendum(s) which will be available at VP website till the date of submission of the bid. All such addendum(s) / corrigendum(s) issued shall form part of the bid documents.

12.2 Language of Bid

The bid prepared by the bidders and all the correspondence and documents relating to the bid, exchanged between the bidder and VP shall be in English language only. Failure to comply with this condition shall disqualify the bid. Each page of the bid document will be signed by the authorized signatory.

13.0 Bid Prices and Escalation of Costs

13.1 Which shall be inclusive of all kinds of expenses/taxes. The bidder shall entirely be responsible for deposit of GST Tax and all other taxes as per the prevailing law. Documentary evidence for deposit of Service and other Taxes shall be submitted to VP, if required.

- 13.2 Bidders shall be liable to pay the applicable rates of Income Tax as per the provisions under Indian Income Tax Law. Income Tax at source will be deducted at the time of making the payment on applicable rates and certificate to this effect will be issued to enable the bidder to get necessary tax credit at the time of filing the tax return.
- 13.3 The price quoted shall be firm without any escalation till completion of all the work to the entire satisfaction of VP. No escalation whatsoever will be entertained by VP.

14.0 Bid Validity

- 14.1 Bids submitted by bidders shall remain valid for the acceptance of VP for a period of **180 days** from the date of opening of the techno-commercial bids. Bidders shall not be entitled to revoke or cancel the bid or to modify the same or any terms and conditions thereof, without the consent of VP in writing during the said period of **180 days**.
- 14.2 Offers with price variation clauses shall be liable for rejection. Further, the price shall remain firm till installation of the software and submission of completion report to the entire satisfaction of VP.
- 14.3 For varying any terms in regard thereof without the written consent of VP, the bidder's Earnest Money Deposit / Bid security will be forfeited by Vigyan Prasar.
- 14.4 The Earnest Money will be forfeited on account of one or more of the following reasons:
- Bidder withdraws its Proposal during the validity period specified in the tender.
 - Bidder does not respond to requests for clarification of its Proposal.
 - Bidder fails to provide required information during the evaluation process or is found to be non-responsive.
 - In case of a successful bidder, the said bidder fails to submit security deposit in time.

15.0 SUBMISSION OF BID

- 15.1 The bids (2 parts) shall be submitted in the following manner:
- (a) **Technical Bid (Part I): Technical Bid with all relevant documents and the documents specified as well as those specified in the bid evaluation documents in a closed cover duly sealed and with superscription "Technical bid".**
- (b) **Financial bid (Part II) as per price bid format as per Annexure-IV in single copy in another cover, duly closed and sealed with superscription "Financial bid".**
- 15.2 **Envelopes containing (a) Technical bid and (b) Financial bid as stated above should be put in another sealed envelope, superscripted with following details:**

Name of the work :	DESIGN & DEVELOPMENT AND OF MOBILE APP ON YOGA FOR VIGYAN PRASAR
Tender No. :	VP/1900/IT>CD/DST/Mobile App on Yoga/2018

15.3 The bids will be received at

**Registrar, Vigyan Prasar,
A – 50, Institutional Area,
Sector – 62, Noida – 201309 (U.P.)
Phone: 0120-2404431, Fax: 0120-2404437**

15.4 The bidders shall furnish the details in the prescribed format and enclose all the documents sought and supporting ones, along with the Technical Bid.

15.5 **The following documents shall form the Technical Bid** Letter of submission of bid (in the letter head).

1. Earnest Money Deposit (EMD) declaration
2. Information and documents about bidder substantiating the requirements of the pre-qualifying criteria, as mentioned.
3. Methodology adopted for development of software in similar organisations.
4. Undertaking by the Bidder as per **Annexure – I**.
5. Bidder profile as per format **Annexure – II** format duly filled in and signed with the documents specified.
6. Schedule of experience and concurrent commitments as per format given in **Annexure – III**.
7. Copies of authenticated balance sheets and Profit and Loss Account statement for the last 3 years, showing Annual Turnover and Financial Status of the bidder in terms of the pre – qualifying criteria
8. Memorandum and Articles of Association in case of the Company.
9. Action Plan proposed for the assignment and PERT Chart / Master schedule for the activities.
10. Any other documents in support / relevant to the development of software job.
11. Bidders must enclose PAN, VAT, GST Registration certificate.

Failure to attach any or all of the documents mentioned above may lead to rejection of the offer.

16.0 Signing of Bid Documents

16.1 The bid must be duly signed with the name and designation of the signatory and the seal of the Company shall be affixed.

16.2 Bids by Companies must be signed in the legal name of the Company by the President / Managing Director or by the Secretary or other person or persons authorized to bid on behalf of Company, with the seal of the Company.

16.3 The bidder's name stated in the bid shall be the exact legal name of the Company etc. as registered or incorporated.

17.0 Award of Contract:

Vigyan Prasar will notify the successful bidder in writing that its proposal has been accepted. The Vendor will accept the Work order within 07 days of the notification in writing.

18.0 Payment Terms

Payment will be made in stages:

- 50% of the contract value (plus GST thereof, less deductions if any) would be released on successful development of Mobile App on Science of Yoga and submission of Source Codes duly accepted by Vigyan Prasar.
- 50% of the remaining contract value (plus GST thereof, less deductions if any) would be paid on successful maintenance of the portal for one year.

19.0 Ownership of Software

The Mobile application/software, data and other content therein (hard and softcopies) shall be the property of Vigyan Prasar and Vigyan Prasar shall have the freedom to use these materials for its purposes and shall not be bound by any restrictions in this regard.

Annexure –I

UNDERTAKING BY THE BIDDER

(To be submitted with Technical Bid Part – I of Bid)

I / We _____ (Name of the Bidder) hereby represent that I / we have read and understood the Bid document and that my / our Bid has been prepared accordingly in compliance with the requirement stipulated in the said document.

Signature and seal of the Bidder

Name:

Address of the Bidder:

Place: _____

Date: _____

Note:

This undertaking should be signed by the Bidder's representative who is signing the Bid.

Annexure –II
BIDDER PROFILE
(To be submitted with Technical Bid Part – I of Bid)

1. Name of the firm :
2. Address :
3. Name and address of person to be contacted :
4. Telephone No. :
5. Fax Number :
6. E-mail :
7. Whether Pvt. Ltd/Ltd Co./ :
Corporate body / Others
(Copy to be enclosed)
8. Name and address of Bankers with :
Account Number
9. Details to meet the pre-qualification :
Criteria as specified in Tender.
10. Please give a write up on firm's :
Activities
12. Furnishing of any other relevant :
Information other than above, if any

Signature of bidder, designation
with date and seal

Annexure –III

SCHEDULE OF BIDDERS EXPERIENCE (To be submitted with Technical Bid Part – I of Bid)

The bidder shall furnish hereunder a list of similar jobs executed by him to whom a Reference may be made by the Vigyan Prasarin case Vigyan Prasar considers such a reference is necessary.

Sr. No	Name and description of work with contract No.	Value of work	Date, Month and Year of start & completion	Client details with Name, Address, Telephone, Fax etc.
1	2	3	4	5

Signature :

Designation :

Name of the bidder :

Company / Firm seal :

Date :

Annexure-IV

Price Bid Format (To be Submitted with Price Bid Part –II of Bid)

Particulars	Price Quoted	
	Rs, in figures	Rs, in words
Mobile app / Software development, free warranty,including the security audit Charges		
Support and Updating Charges for development per year		
GST Tax		
Total		

We hereby agree to follow the special conditions of the contract (SCC) as specified in the tender document.

Signature with designation:

Address:

Date:

Seal:

Note:

1. Price quoted shall be indicated both in figures and words. The amount quoted in wordsshall be taken as final in case of difference.
2. Bidder shall submit breakup of prices for software development and others, if any separately in above formats.

Annexure –V

Check List for Pre- qualification requirement & documents to be submitted

Sl. No	Documents enclosed	Yes	No	Reference /Remarks
1.	Company Registration in India and operation for last 10 years - Memorandum and Articles of Association in case of the Company			
2.	Audited company balance sheet for last three years			
3.	Completion and implementation certificates of at least 4 similar projects along with start and finish dates or AMC certificates of 4 related projects			
4.	Letter of submission of bid (in the letter head)			
5.	Declaration for Earnest Money Deposit (EMD) submission			
6.	Undertaking by the Bidder as per Annexure – I.			
7.	Bidder profile as per format Annexure – II format duly filled in and signed with the documents specified.			
8.	Schedule of experience and concurrent commitments as per format given in Annexure –III.			
9.	Action Plan proposed for the assignment and Pert Chart / Master schedule for the activities			
10.	Details Methodology adopted for development of software in similar organisations.			
11.	Copy of the price bid.			
12.	Self-attested copy PAN, VAT , GST TAX REGISTRATION certificate			
13.	Any other documents in support / relevant to the development of software job			