

National Bee Board,
Ministry of Agriculture & Farmers Welfare,
Government of India
"B" Wing, IInd Floor, Janpath Bhawan, Janpath, New Delhi-110001

Engagement of agency(s) for implementation of various jobs related to Web Platform for National Bee Board (NBB), National Beekeeping & Honey Mission (NBHM), and MADHUKRANTI

Tender No. : F.No.20-16/2021-NBB (E-103424)
Issued on : October 13, 2023

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Engagement of agency(s) for implementation of various jobs related to Web Platform
for National Bee Board (NBB), National Beekeeping & Honey Mission (NBHM), and
MADHUKRANTI

NBB

Engagement of agency(s) for implementation of various jobs related to Web Platform for National Bee
Board (NBB), National Beekeeping & Honey Mission (NBHM), and MADHUKRANTI

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Tender No.: F.No. 20-6/2021-NBB(E-63424)

Dated: October 12, 2023

I. NOTICE INVITING TENDER (NIT)

The National Beekeeping & Honey Mission (NBHM), an integral part of the Atma Nirbhar Bharat scheme, has been established to bolster the beekeeping industry in India. To fulfill its mission of promoting beekeeping, honey production, and overall sectoral development, efficient coordination, transparent budget approval, and streamlined data management are essential. Currently, offline processes hinder the timely approval of budgets, stakeholder convenience, and program efficiency. Thus, a unified web platform is needed to facilitate integration, data sharing, and real-time monitoring.

Need for the Engagement: Several critical reasons underline the need for this alignment to various jobs related to Web Platform for National Bee Board (NBB), National Beekeeping & Honey Mission (NBHM), and MADHUKRANTI.

1. **Streamlined Project Approval:** The current offline project approval process is time-consuming and hampers the timely execution of NBHM initiatives. Shifting this process online through the unified platform will accelerate budget approval, ensuring the timely implementation of schemes.
2. **Transparency and Review:** An online dashboard will bring transparency to budget allocation and enable real-time tracking. This transparency is vital for accountability and efficient program management.
3. **Integration for Efficiency:** Integrating the NBHM website, NBB website, and MADHUKRANTI portal within a single platform will enhance the efficiency of the beekeeping sector's various activities. A unified portal will ensure cohesive data flow and ease of access for stakeholders.
4. **Enhanced Program Speed and Convenience:** Moving current NBHM activities online will speed up processes, streamline document management, and provide convenience for stakeholders involved, including farmers and implementing agencies.
5. **Holistic Digital Transformation:** Transforming NBHM activities into a web platform aligns with the larger digital transformation goals of the government. This approach modernizes operations, improves data accuracy, and ensures seamless data exchange with other government systems.
6. **Integrated Information Sharing:** An integrated portal will foster collaboration between different entities involved in beekeeping and honey production. Stakeholders will have access to information, resources, and real-time updates, aiding informed decision-making.

The interested bidders should submit their bids to Executive Director, National Bee Board, on or before Oct 26, 2023, up-to 03:00 PM.

NBB reserves the right to cancel the bid at any time or amend / withdraw any of the terms and conditions contained in the Bid Document without assigning any reason thereof.

13/10/2023
Executive Director,
National Bee Board

II. INSTRUCTIONS TO BIDDERS

1. **Cost of Bid:** The bidder shall bear all costs associated with the preparation and submission of bid and NBB in no case shall be responsible or liable for those costs, regardless of the conduct or outcome of the tender process.
2. The bidder is expected to examine all instructions, forms, terms and conditions in the tender document. Failure to furnish all information required by the tender document or submission of a bid not substantially responsive to the tender document in every respect will be at the bidder's risk and may result in rejection of his bid.
3. The bidder shall not make or cause to be made by any alternation, erasure or obliteration to the text of the tender document.
4. **Preparation of Bids**
 - **Language:** Bids and all accompanying documents shall be in English language. In case any accompanying documents are in other languages, it shall be accompanied by an English Translation. The English version shall prevail in matters of interpretation.
 - **Form of Bid:** The form of bid shall be completed in all respects and duly signed and stamped by an authorized representative of the Bidder. Relevant power of attorney for signing the bid should be attached.
 - **Currencies of Bid and Payment:** The bidder shall submit his financial bid in Indian Rupees and payment under this contract will be made in Indian Rupees.
 - **Payment Terms:** Payment shall be made to the bidders as per the progress and the milestones of the deliverables in the NIT.
5. **Clarifications by Bidders**
 - Bidders requiring any clarification on the tender document may contact NBB in writing by e-mail/ post/ courier within such date as specified in the Schedule of Bidding Process set out in Clause 16.
 - All correspondence for clarifications should be submitted as per clause reference in ascending order and as per the format attached at 'Annexure-A' to the following address in writing by email/post/courier:

Executive Director,
National Bee Board
E:
Copy to:

- NBB shall endeavour to respond to the queries raised or clarifications sought by the Bidders. However, NBB reserves the right not to respond to any query or provide any clarification, in its sole discretion, and nothing in this clause shall be construed, taken or read as compelling or requiring NBB to respond to any query or to provide any clarification.
- At any time prior to the Bid Due Date, NBB may, for any reason, whether at its own initiative or in response to clarifications requested by Bidder(s), modify the tender document by way of issue of Addendum/ Corrigendum/ Clarifications. Any Addendum/ Corrigendum/ Clarifications thus issued shall be uploaded on the website of NBB (<https://nbb.gov.in/>).
- Bidders may note that NBB may not entertain any deviations to the tender document at the time of submission of the Proposal or thereafter. The Proposal to be submitted by the Bidders will be unconditional and unqualified and the Bidders would be deemed

to have accepted the terms and conditions of the tender document with all its contents. Any conditional Proposal shall be regarded as non-responsive and would be liable for rejection.

- Bidders' representatives attending the Proposal opening shall bring an authorization letter from the Bidder.
- No interpretation, revision, or other communication from NBB regarding this solicitation is valid unless in writing. NBB may choose to send to all Bidders whose Proposals are under consideration, in writing or by any standard electronic means such as Mail or by uploading on website(s) of responses, including a description of the enquiry but without identifying its source to all the Bidders.

6. Pre-Proposal Visit at O/o NBB

Pre-Proposal visit, which would be restricted to one (1) per agency, may also be undertaken by Technical personnel(s) of interested bidders during in specified schedule only after obtaining pre-approval from NBB. Visitor(s) must carry authorization letter and copy of NB's Approval.

7. Format and Signing of Bid

- The documents comprising the bid shall be typed and all pages of the bid shall be signed by a person duly authorized to sign on behalf of the bidder.
- The Bidders shall submit the Proposal in hard bound form with all pages numbered serially and by giving an index of submissions.
- The bid shall contain no alternations, omissions or additions except those to comply with instruction issued by NBB or are necessary to correct errors made by the bidder, in which case such corrections shall be initialed/singed by the person signing the bid.

8. Earnest Money Deposit (EMD)

- The bidder shall deposit Earnest Money Deposit (EMD) for an amount of **Rs. 3,00,000/-** (Rupees Three Lakhs only) in the form of Demand Draft issued by any scheduled bank in favor of 'National Bee Board' payable at New Delhi, along with the submission of the bid. The EMD will remain valid for a period of forty-Eighteen days beyond the final bid validity period. NBB shall not be liable for payment of any interest on the EMD. If required by the NBB, bidders will have to extend validity of their EMD.
- Any tender not accompanied by EMD shall be rejected.
- Bidder(s) who are registered with NSIC/MSME are exempted from furnishing the EMD. For such case, copy of the valid registration certificate must be enclosed with the bid.
- The EMD shall be returned to unsuccessful Bidders after expiry of the final Bid Validity Period and latest on or before the 30th day after award of the contract.
- EMD shall be forfeited if the bidder withdraws his bid during the period of tender validity.
- EMD shall be forfeited if the successful bidder refuses or neglects to execute the Contract or fails to furnish the required Performance Security within the time frame specified by NBB.

9. Submission of Bids



- 9.1 The bidder shall submit their proposal under two bid system i.e. Technical Bid and Financial Bid, complete in all respect, in separate sealed envelopes are to be put into an outer envelope super-scribed "**Engagement of agency(s) for implementation of various jobs related to Web Platform for National Bee Board (NBB), National Beekeeping & Honey Mission (NBHM), and MADHUKRANTI**". The bidder shall submit EMD along with Technical Bid

The sealed envelope should reach the address **Executive Director, National Bee Board, Krishi Bhawan, New Delhi**. The Bids shall not be accepted beyond the stipulated date and time under any circumstances whatsoever.

- 9.2 Validity of Bid: The bid must remain valid and open for acceptance for a period of **60 days** from the date of opening of Bid.

10. Late and Delayed Bids:

- 10.1 Bids must be received not later than the date and time stipulated in the tender document. NBB may, at its discretion, extend the deadline for submission of bids in which case all rights and obligations of NBB and the bidder will be the same.

- 10.2 Any bid received by NBB after the deadline for submission of bids, as stipulated above, shall not be considered.

11. Opening and Evaluation of Technical Bid

- 11.1 Technical Bids will be opened in the presence of the bidders' representatives who choose to attend at the appointed place and time.

- 11.2 The Technical Bid of the bidder would be evaluated as per the eligibility criteria set out in the tender document, whether these are compliance in all respects. Bids will be evaluated based on the information submitted by bidder. However, NBB reserves the right to seek clarification/documents from the bidders, if NBB considers it necessary for proper assessment of the bid.

12. Opening and Evaluation of Financial Bid

The Financial Bids of the technically qualified bidders i.e., bidders who meet the eligibility criteria set out in the tender document, will be opened in the presence of such bidders' representatives who choose to attend.

The Bidder who has quoted the lowest price shall be considered by NBB as rank one Bidder and shall be considered as Preferred Bidder. The other bidders shall be ranked accordingly.

13. Right to accept any Bid and to reject any or all Bids

- 13.1 NBB is not bound to accept the lowest bid or any bid and may at any time by giving notice in writing terminate/cancel the tendering process.

- 13.2 NBB may terminate the contract/cancel the LOA if it is found that the bidder is blacklisted on previous occasions by any of the central/ state government ministry/ department/ institutions/ local bodies/ municipalities/ PSUs etc.

- 13.3 NBB may also terminate the contract/cancel the LOA in the event the Successful Bidder fails to furnish the performance security or fails to execute the agreement.

14. Award of Contract



- 13.1 NBB will award the contract to the Successful Bidder, whose bid has been found to be lowest quote bid, to perform the contract satisfactorily as per the terms and conditions incorporated in the tender document.
- 13.2 NBB will communicate the Successful Bidder by email confirmed by letter transmitted by registered/speed post that his bid has been accepted. This letter (hereinafter and in the condition of contract called the "Letter of Award") shall prescribe the amount which NBB will pay to the Successful Bidder in consideration of the execution of work/services by them as prescribed in the contract.
- 13.3 The Successful Bidder will be required to commence the assignment at the earliest as communicated by NBB in this regard.
- 13.4 The Successful Bidder will be required to execute the contract for the services within a period of 10 days from the date of issue of Letter of Award.
- 13.5 However, NBB reserves the right to reject any or all the offers without assigning any reason whatsoever.

15. Performance Security

- 15.1 The Successful Bidder shall be required to furnish a Performance Security within 7 working days from the date of notification of award for an amount equal to 10% of the contract price in the form of Bank Guarantee from a Scheduled Bank in acceptable form in favor of 'National Bee Board' payable at New Delhi. The Performance Security shall remain valid for a period of 60 (sixty) days beyond the date of completion of all contractual obligations. In case the contract period is extended further, the validity of Performance Security shall also be extended by the Successful Bidder accordingly.
- 15.2 Failure of the Successful Bidder to comply with the requirements of above clauses shall constitute sufficient grounds for the annulment of the award and forfeiture of Bid Security (EMD).

16. Schedule of Bidding Process

NBB would endeavour to adhere to the following schedule:

S. No	Activity Description	Date
1.	Issue of Tender	13.10.2023
2.	Last Date for Submission of Queries	18.10.2023
3.	NBB response to Queries	20.10.2023
4.	Last Date for Submission of Bids	26.10.2023
5.	Date for Opening of Technical Bids	27.10.2023
6.	Date for Opening of Financial Bids	30.10.2023

*Only one visit shall be allowed per Agency



III. ELIGIBILITY CRITERIA

1. The bidder should be Indian entity registered under the respective acts of India.
2. The Bidder should be an established and experienced entity in providing IT/Software/Consultancy Services for the last Eighteen (5) financial years.
3. The average annual turnover of the bidder during last three financial years should be at least Rs.1,00,00,000 (Rupees one crore only). Copies of audited balance Sheet/CA Certificate to be provided.
4. The Bidders should have experience of at least one project in providing IT Services/Consultancy Services/Website Development/MIS/Dashboard with State/Central Govt./PSU
5. Consortium, Joint Venture, subletting, sub-contracting or hiring services of other entity for execution of the Services under this RFP is not allowed.
6. The bidder participating in the tender should have PAN and GST registration Number. The documentary proof of such registrations shall be submitted.
7. The bidder shall not be blacklisted by any State/Central/PSU Govt department and shall provide a declaration for the same.

Bidders are requested to submit the Documentary proof such as work orders/ completion certificates/LOI/ extract of contract should be submitted along with the Technical Bid.

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IV. SCOPE OF SERVICES

- The National Bee Board (NBB), in collaboration with the National Beekeeping & Honey Mission (NBHM) and MADHUKRANTI, seeks to embark on a transformative journey toward enhancing the beekeeping industry in India. This initiative is aligned with the larger vision of the Atmanirbhar Bharat, which aims to foster self-reliance and economic growth. The cornerstone of this endeavor is the development and implementation of a comprehensive web platform that will serve as the nucleus for efficient coordination, transparent budget approval, and streamlined data management within the beekeeping sector.
- The primary goal of this initiative is to revolutionize the beekeeping sector by leveraging cutting-edge technology to streamline processes, integrate information flows, and promote transparency. This web platform will not only empower stakeholders but also serve as a catalyst for informed decision-making, fostering collaboration among various entities involved in beekeeping and honey production. Ultimately, it will contribute to the sustainable growth of the beekeeping industry.
- The National Beekeeping & Honey Mission, with its focus on promoting beekeeping, honey production, and sectoral development, recognizes the need for modernization and the elimination of offline bottlenecks that hinder progress. Presently, the cumbersome offline processes associated with project approval and data management impede the timely execution of NBHM initiatives. These inefficiencies underscore the urgency of transitioning to a unified web platform, one that will not only facilitate integration and data sharing but also offer real-time monitoring capabilities.
- The desired outcome of this project is to create a user-friendly and intuitive platform that consolidates the functionalities of existing NBB websites. The unified platform will enable seamless integration and data sharing between the various government portals, allowing for efficient retrieval and management of information. Furthermore, the portal should feature a dashboard that collates production and productivity data at the block level, enabling effective monitoring and reporting.
- The selected agency shall provide Platform Operations and Maintenance (O&M) Support to IT activities of NBHM/NBB through a team deployment at the Bidder's place which shall include the required human resources having required skills and experience in software development, maintenance, management, and user technical support. The consultancy organization will also advise NBHM/NBB for solution requirement, adoption of technology, hardware & software requirement, server configuration & co-location, security, safety etc. for IT activities.
- The selected organization shall also be responsible for the complete turnkey operations of the IT systems (software only) of NBB to ensure a maximum uptime availability of all the applications under this project.
- Overall, below are the key objectives that would be derived:
 - Establish a robust and reliable web platform.
 - Streamline operations and application processes.
 - Facilitate Integration with various Government Schemes and portals.
 - Software Operations and Maintenance (O&M) support
 - User-Friendly and intuitive portal
 - Driving IEC and Social media activities for NBB

IMPLEMENTATION FRAMEWORK

The Agency(s) will deploy their resources to the National Bee Board office, New Delhi. The development team though may work remotely but will maintain a regular contact with the officials as per the requirement and demand of the jobs.



JOBS & ACTIVITIES (with tentative timelines):

S. No.	Task Activities	Tentative Timelines
1.	<ul style="list-style-type: none"> Requirement Gathering: <ol style="list-style-type: none"> Start with a meeting to understand the project's objectives, scope, and stakeholders. Define the project's goals and expectations. Discussions key stakeholders to gather their input, requirements, and expectations. This may include business owners, end-users, and technical teams. Use techniques like brainstorming, surveys, and workshops to collect detailed requirements. Document these requirements in a structured manner. Create use cases or user stories to capture how users will interact with the web platform. Define user roles and their respective permissions. Specify functional requirements, including features, interactions, and data flow. Ensure these align with the project's objectives. Document non-functional requirements such as performance, security, scalability, and compliance standards. Collaborate with stakeholders to prioritize requirements based on their importance and feasibility. Create a matrix to trace requirements back to their source and ensure they are all accounted for. Develop wireframes or prototypes to visualize the user interface and validate requirements with stakeholders. Conduct review meetings with stakeholders to validate and refine gathered requirements. Infrastructure Assessment <ol style="list-style-type: none"> Catalog existing infrastructure components, including servers, networks, and databases. Analyze the current infrastructure's performance to identify bottlenecks, latency issues, and areas for improvement. Evaluate the ability of the current infrastructure to scale with increased user load or data volume. Support in security audits to identify vulnerabilities and recommend security improvements. Ensure that the infrastructure complies with relevant industry regulations and standards 	2 months

<ol style="list-style-type: none"> 6. Estimate the cost of maintaining the current infrastructure and identify potential cost-saving opportunities. 7. If applicable, assess the feasibility and benefits of migrating to cloud-based infrastructure. 8. Provide a comprehensive report with recommendations for infrastructure improvements and optimizations. <ul style="list-style-type: none"> • Web Platform Development & Content management <ol style="list-style-type: none"> 1. Create an architectural plan outlining the overall structure of the web platform, including databases, servers, and application components. 2. Choose the appropriate technologies and frameworks for web development based on project requirements. 3. Develop the user interface (UI) and user experience (UX) components of the web platform using HTML, CSS, and JavaScript or similar technology stack. 4. Implement server-side logic, database integration, and APIs using programming languages like Python, Node.js, or Ruby. 5. Design and create the database schema, define data models, and establish data storage and retrieval mechanisms. 6. Integrate a CMS like WordPress, Drupal, or custom-built CMS for content creation, publishing, and management. 7. Implement user authentication and authorization mechanisms to ensure secure access control. 8. Perform rigorous testing, including unit testing, integration testing, and user acceptance testing to ensure the platform functions as intended. 9. Migrate existing content to the new platform if applicable, ensuring data integrity and consistency. 10. Optimize the platform for speed, scalability, and responsiveness. 11. Implement security measures such as encryption, firewalls, and regular security updates. 12. Provide training for content editors and administrators on how to use the CMS and document processes and procedures. 13. Deploy the web platform to production servers and set up monitoring and error tracking for ongoing maintenance. 14. Offer post-launch support to address issues, make improvements, and ensure the platform's continued success. 	
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	15. Develop a content strategy for ongoing content creation, publishing, and management	
2.	<ul style="list-style-type: none"> Training & Capacity Building <ol style="list-style-type: none"> a comprehensive training plan outlining objectives, topics, timelines, and resources required. Develop training materials such as presentations, manuals, e-learning modules, and videos. Conduct training sessions, workshops, and seminars, either in-person or virtually. Include practical exercises and simulations to reinforce learning. Gather feedback from participants to assess the effectiveness of training programs. Continuously update and improve training materials and methods based on feedback and changing needs. Documentation: Maintain records of training attendance, completion, and performance. Capacity Building Roadmap: Develop a long-term plan for departmental capacity building, considering evolving skill requirements. Social Media Management <ol style="list-style-type: none"> Develop a social media strategy aligned with departmental goals and objectives. Identify the most relevant social media platforms for the department's target audience. Generate engaging and relevant content, including text, images, videos, and infographics. Create a content calendar to schedule posts and ensure consistent activity. Monitor and respond to comments, messages, and mentions in a timely and professional manner. Foster a sense of community and engage with followers through polls, Q&A sessions, and live streams. Use social media analytics tools to track key performance metrics, such as reach, engagement, and conversion rates. Ensure adherence to social media policies, legal guidelines, and brand standards. Promote departmental events, initiatives, and achievements through social media channels. 	2 months

	<ul style="list-style-type: none"> Project Management with Cyber Security Support to the department <ol style="list-style-type: none"> 1. Define project objectives, scope, stakeholders, and success criteria. 2. Develop a detailed project plan, including tasks, timelines, resource allocation, and budget. 3. Identify potential cybersecurity risks and vulnerabilities related to the project. 4. Monitor and manage project tasks, ensuring cybersecurity measures are integrated into the project lifecycle. 5. Conduct regular cybersecurity audits to assess project compliance with security standards. 6. Develop an incident response plan to address cybersecurity incidents or breaches. 7. Provide cybersecurity training to project team members to enhance their awareness and skills. 8. Perform penetration testing and vulnerability assessments to identify and mitigate security weaknesses. 9. Ensure project compliance with relevant cybersecurity regulations and standards. 	
3.	<ul style="list-style-type: none"> Dashboard & Reports <ol style="list-style-type: none"> 1. Identify data sources, extract data, and ensure data quality and integrity. 2. Clean, preprocess, and transform data as needed to make it suitable for reporting and analysis. 3. Design the dashboard layout, choosing appropriate visualization techniques like charts, graphs, and tables. 4. Create an intuitive and user-friendly interface for users to interact with the dashboard. 5. Develop data visualizations using tools like Tableau, Power BI, or custom-built solutions. 6. Implement the dashboard, ensuring real-time or near-real-time data updates where necessary. 7. Add interactive features such as filters, drill-down options, and tooltips to enhance user experience. 8. Create automated report templates that can be generated on a regular basis (e.g., daily, weekly, monthly) <ul style="list-style-type: none"> User Support & Helpdesk with Technical Consultation & Integration 	2 months



<ol style="list-style-type: none">1. Establish a dedicated team to receive and manage user support requests.2. Provide technical consultation to users who need assistance with software, hardware, or technical processes.3. Help users integrate third-party tools or services into their workflows.4. Diagnose and resolve technical issues and incidents reported by users.5. Offer training sessions and resources to empower users to troubleshoot common problems on their own.6. Maintain a knowledge base with FAQs, troubleshooting guides, and how-to articles.7. Assist new users with setup, configuration, and orientation.8. Offer remote assistance and screen-sharing capabilities to resolve issues more effectively.9. Define escalation procedures for complex or critical issues that require specialized expertise.10. Integrate the helpdesk with IT infrastructure for seamless management of user accounts and access control.	
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Annexure-I

Form of Technical Bid Submission Letter

To
Executive Director,
National Bee Board, Krishi Bhawan New Delhi.

Sub: Engagement of agency(s) for implementation of various jobs related to Web Platform for National Bee Board (NBB), National Beekeeping & Honey Mission (NBHM), and MADHUKRANTI

Ref:

I/ We, the undersigned, offer to provide various jobs for National Bee Board. We are hereby submitting our bid, in a sealed envelope.

I/We, hereby declare that:

- (a) We are enclosing and submitting herewith our Bid, with the details as per the requirements of the RFP, for your evaluation and consideration.
- (b) We submitted the EMD of Rs. 3,00,000/- (Rupees Three Lakhs only) in accordance with the RFP Document. The EMD in the form of Demand Draft is enclosed.
Or
We are submitting the copy of the registration under NSIC/MSME for claiming exemption on EMD submission.
- (c) I/We have carefully read the terms and conditions of RFP document attached hereto and hereby agree to abide by the said terms and conditions.
- (d) The bid is unconditional.
- (e) I/We undertake that documents submitted are genuine/ authentic and nothing material has been concealed. I/We understand that the contract is liable to be cancelled, if it is found to be having obtained, through fraudulent means/concealment of information.
- (f) We shall make available to the NBB any additional information it may find necessary or require clarifying, supplement or authenticate the Bid.
- (g) Until a formal agreement is prepared and executed, acceptance of this tender document shall constitute a binding contract between NBB and us subject to the modifications, as may be mutually agreed to, between NBB and us.
- (h) We agree to keep this bid valid for acceptance for a period of ninety (90) days from the date of opening the bid.

We understand that the NBB is not bound to accept any tender that the NBB receives.

Yours faithfully,

Authorized Signatory
(with Name, Designation, Contact no. and Seal)

Annexure-II

Information on Bidder's Organization

S.No.	Particulars	Details
1.	Name of the Bidder	
2.	Address of the Bidder	
3.	Incorporation status of the Bidder (Company or Firm) (Relevant Certificate to be submitted in Technical Bid)	
4.	Year of Establishment (Copy of firm registration certificate to be submitted)	
5.	Details PAN registration (enclose copy)	
6.	Details GST registration (enclose copy)	
7.	Name and Designation of the contact person to whom all references shall be made regarding this Bid	
8.	Telephone No. (with STD Code)	
9.	E-mail id of the Contact Person	
10.	Fax No. (with STD Code)	
11.	Website (if any)	

Signature of the Authorized Signatory

Name

Designation

Name of the Bidder

Annexure-III

Bidder's Authorization Certificate

To
Executive Director,
National Bee Board, Krishi Bhawan New Delhi.

Sub: Engagement of agency(s) for implementation of various jobs related to Web Platform for National Bee Board (NBB), National Beekeeping & Honey Mission (NBHM), and MADHUKRANTI

Ref:

Dear Sir,

I/ We {Name/ Designation} hereby declare/ certify that {Name/ Designation} is hereby authorized to sign relevant documents on behalf of the company/ firm in dealing with RFP No. _____ dated _____. He/ She is also authorized to attend meetings & submit technical & commercial information/ clarifications as may be required by you in the course of processing the Bid. For the purpose of validation, his/ her verified signatures are as under:

Thanking you,

Name of the Bidder: -

Authorized Signatory: -

Verified Signature:

Seal of the Organization:

Date:

Place:

Note: Please attach the board resolution / valid power of attorney in favor of person signing this authorization letter.

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Annexure-IV

Performa for Affidavit
(on non-judicial stamp paper of Rs. 100/-)

I _____ Proprietor/Director/Partner of the firm M/s. _____ do hereby solemnly affirm that our firm
M/s _____ has not been blacklisted/debarred by any government organization/PSU/ and there has not
been any work cancelled against them for poor performance in the last three years reckoned from the
date of invitation of bid.

Signature of the Authorized Signatory
Name
Designation
Name of the Bidder



Annexure-V

Similar Nature of Work Experience / Contracts

Details of projects successfully completed by the bidder:

S. No.	Description of Project / Scope of the work	Details and number of hardware handled	Name of the Client	Contract value (INR)	Contract Period	
					From	To
1.						
2.						
3.						
...						

Note:

- Copies of supporting documents such as Work Order/contracts/LoAs/completion certificate to be attached.

Signature of the Authorized Signatory

Name

Designation

Name of the Bidder



Annexure-VI

Financial Information of Bidder's Organization

S. No.	Parameters	FY 2019-20	FY 2020-21	FY 2021-22
1	Annual Turnover of the Bidder. (in Rupees).			
Average Turnover				

Note:

- The above information should be submitted along with certificate from the Chartered Accountant (CA) verifying Bidder's financial information as above.
- Copies of the audited balance sheet of the financial years must be attached.

Signature of the Authorized Signatory

Name

Designation

Name of the Bidder



Annexure-VII

Form of Financial Bid Submission Letter

To
Executive Director,
National Bee Board, Krishi Bhawan New Delhi.

Sub: Engagement of agency(s) for implementation of various jobs related to Web Platform for National Bee Board (NBB), National Beekeeping & Honey Mission (NBHM), and MADHUKRANTI

Ref:

Dear Sir,

We, the undersigned bidder, having read & examined in detail, the tender document, I/ we, the undersigned, offer to provide the Services with regard to the contract for the sum of Rs.....(Rupees.....) excluding of applicable taxes in accordance with the Price quoted as part of Financial Bid attached herewith and made part of this Bid.

I / We undertake that the prices are in conformity with the said Bidding document. The quoted price is inclusive of all cost likely to be incurred for executing this work. The prices are exclusive of applicable taxes i.e. GST as mentioned in the financial bid.

I/ We hereby declare that in case the contract is awarded to us, we shall submit the performance guarantee as prescribed in the bidding document.

I / We agree to abide by this bid for a period of 90 days after the last date fixed for bid submission and it shall remain binding upon us and may be accepted at any time before the expiry of that period. Until a formal contract is prepared and executed, this bid, together with your written acceptance thereof and your notification of award shall constitute a binding Contract between us.

I/ We hereby declare that our bid is made in good faith, without collusion or fraud and the information contained in the bid is true and correct to the best of our knowledge and belief. We understand that you are not bound to accept the lowest or any bid you may receive. We agree to all the terms & conditions as mentioned in the RFP document and submit that we have not submitted any deviations in this regard.

Yours faithfully,

Signature of the Authorized Signatory
Name
Designation
Name of the Bidder

✓

Annexure-VIII

Form of Financial Bid

S. No.	Task Activities	Tentative Timelines	Cost in INR
1.	a. Requirement Gathering b. Infrastructure Assessment	1 month	
2.	a. Web Platform Development & Content management	2 months	
4.	a. Social Media Management	(remaining period)	
3.	a. Training & Capacity Building	1 month	
5.	a. Project Management with Cyber Security Support to the department	1 month	
6.	a. Dashboard & Reports b. User Support & Helpdesk with Technical Consultation & Integration	1 months	
	TOTAL COST (Excluding Taxes)		
	TOTAL COST (Including Taxes)		

*Note: The duration of the contract may be extended as per the discretion and requirement of the board.

I /We undertake that the rates so quoted shall be fixed and not varied during the contract period.

Signature of the Authorized Signatory

Name

Designation

Name of the Bidder

✓

