

BOARD OF SCHOOL EDUCATION HARYANA, BHIWANI

TENDER NOTICE NO. BSEH/TENDER/2024/___30___/ERP

Dated-27/12/2024

Tender Fee Rs. 3000/- (Non-refundable)



BID DOCUMENT FOR ELECTRONIC TENDERING

Empanelment of Vendors for Cloud Based Financial Accounting Information Management System on SAAS

To
Secretary,
Board of School Education Haryana,
Bhiwani - 127021
(Ph.: 01664- 243336)

Signature of bidder with Seal

BOARD OF SCHOOL EDUCATION HARYANA, BHIWANI

TENDER NOTICE NO. BSEH/TENDER/2024/___30___/ERP

Dated-27/12/2024

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Section-I

NOTICE INVITING E-TENDER

The Board of School Education Haryana, Hansi Road, Bhiwani invites under Two Bid System from the reputed, experienced & Technologically sound Agencies/Firms having adequate infrastructure and Experience of handling the works on cloud based for Financial Accounting Information Management System on SAAS.

For participation in the bid, agencies will fill the complete tender form available on Board's Website www.bseh.org.in and <https://etenders.hry.nic.in> as per schedule given in CRITICAL DATES below: Interested agencies may download the tender document from Board's Website www.bseh.org.in (for perusal /reference only):

Critical Dates

Subject	Date and Time
Bid Document Download Date	27-12-2024
Pre-Bid Meeting Date	02-01-2025(11.00AM)
Bid Submission Start Date	04-01-2025
Bid Submission End Date	15-01-2025 (10.00 AM)
Technical Bid Opening Date	15-01-2025(10.30 AM)

Any amendment/correction in the Tender Document will be done by the Board Authority through <https://etenders.hry.nic.in>. Prospective bidders are requested to regular visit/check the Board's website. The cost of bid document is Rs. 3,000 /- (Rupees three thousand only) (Non-refundable) and Earnest Money Deposit of Rs. 1,00,000/- (Rupees One lacs only) be submitted online on e-tender portal and the Proof of deposited slip should be enclosed /uploaded with the tender document.

Bids submitted through offline mode or in incomplete shape or beyond the stipulated period shall be summarily rejected. **The Chairman of the Board reserves the right to accept or reject any or all Bids without assigning any reason thereof.** Conditional Bid will not be accepted. The Technical Bids/ Financial Bids shall be opened by the authorized committee in the Board's Committee Room in presence of the bidder who wish to remain present. Financial bids will be opened only of those bidders who will qualify in Technical Bid.

For any query/clarification/difficulty regarding tendering process flow, please contact us on:

Address:

**Board of School Education Haryana,
Bhiwani-127021**

E-mail: tendercell@bseh.org.in

Mob. 9306383433, 9467842569

Secretary

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SECTION-II

Brief Information on Bid Document

1.	Name of Organization	Board of School Education Haryana, Bhiwani
2.	Scope of Work	As Per Section-III
3.	Tender Type	Open
4.	Tender Category	Services
5.	Tender fee (non-refundable)	3,000/- (Rs. Three thousand Only)
6.	Earnest Money Deposit (EMD)	Rs. 1,00,000/- (Rs. One Lacs. Only) to be deposited through online mode
7.	Bid Document Download Date	27-12-2024
8.	Pre-Bid Meeting Date	02-01-2025(11.00AM)
9.	Bid Submission Start Date	04-01-2025
10.	Last date and time for submission of Bids	15-01-2025(10.00AM)
11.	Date and time of opening of technical Bids	15-01-2025(10.30AM)
12.	Tender should be addressed to	Secretary, Board of School Education Haryana, Bhiwani
13.	Period for Preparation & Run the Modules.	Within 30 Days from the date of placing the work Order
14.	Validity of Bids	180 Days from date of opening the Technical Bids
15.	Validity of Contact	One year from the date of running the modules which can be extended for further two years.

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SECTION-III

BOARD OF SCHOOL EDUCATION HARYANA, BHIWANI

Scope of Work:-

The details of various sections of Account Branch whom Works all to be done by on-line systems:-

1. Cash Book Section:

- Preparation of cash book of main account of Board.
- Yearly Financial Statement.
- Balance sheet.
- Records of Investment/Reinvestment.
- Updating of FDR List.
- Transfer Amount List with Accounts No.
- Position of Bank
- Update income on cashbook software, permission correction/editing on software
- Upload Excel Data of Bank Statement Setup
- All Bank Name Show in Reconciliation List
- Upload Excel Data of Income Sheet Automatic
- Reconciliation Statement (A) Report
- Reconciliation Statement (B) Report
- Date Wise Reconciliation Report.
- Upload Income data Automatic in Cash Book Portal.
- Upload Expenditure Data Automatic in Cash Book Portal.
- Delete Duplicate Entry Automatic.
- Make Edit Option in Reconciliation.
- Delete uploaded data easily

2. Salary Section:-

- Monthly Salary Bill of Officers/Officials.
- Monthly Pay Slip of Officers/Officials.
- Monthly all types of Deduction from salary.
- Challan Generation.
- Calculation of arrears of D.A., Increment & overtime.
- Preparation of Tax Deduction Statements / Form 16 (Part B)
- Component based statements (GPF/NPS/CPF etc.)
- Net Payment statement to Bank
- Earning and Deduction statements.
- Correction Allowances/Deduction

3. Pension Section:-

- Maintenance of pension expenditure etc.
- Details of Income tax per Financial Year.
- To calculate the pension Commutations of Retired Officers/Officials.
- To Calculate the Income tax.
- Calculation of revised D.A. time to time.
- Monthly Pension Bill of Pensioners/ Family Pensioners.
- Monthly Pension Slip of Pensioners/ Family Pensioners.
- Monthly all types of Deduction from Pension.
- Challan Generation.
- Calculation of additional quantum's of pension.

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- Preparation of tax Deduction Statements/Form 16 and Annual Pension Certificate.
- Calculation of arrear / recovery in case of revision of Pension.
- Calculation of pension after restoration of commutation value of pension

4. Cheque Section:-

- This Section required “Cheque Preparing Programmers” and Payment via RTGS/NEFT through programmers (Single and Bulk payment.)
- Cheque Cancellation System.
- Nill Voucher’s entry system in daily expenditure ledger.
- Issue instant cheque preparing system.
- Crystal reports for cheque printing.
- Cheque Searching & Modification programmers.
- Fail/ Reject Automatically feed in Expenditure Sheet.
- Search old data & save

5. Required Reports:-

- Daily Expenditure Ledger report.
- Daily Head wise Expenditure report.
- Date wise Expenditure report.
- Head wise Report with Total Amount.

6. (A)Cash Section

- a. Daily Income Report
- b. Bank Wise Report
- c. Monthly Date wise Report
- d. Income Head Wise Summary Report
- e. Search Data (Receipt No., Date, District Name, Candidate Name, Bank Draft No.& Amount)
- f. Daily Challan Generate
- g. Print Challan
- h. Correction
- i. Re-Print Receipt
- j. Facility of Offline Receipt Generation & Merging of this Date with Online Data.

(B) Income & Budget Section: -

- The income sheet is prepared every month. This includes all the income of the Board, including offline fees received in SFC and online fees received in all the accounts of the Board opened through Cashbook section.
- Apart from this, to prepare the budget, income is also recorded account wise and budget head wise.
- After receiving of Income & Expenditure statement of all budget heads maintained by the Board (branches) after then budget will be prepared in every financial year.

Note: All Reports of Cash, Income & Budget Section are required in PDF & EXCEL Format.

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7. G.P.F. Section:-

- Allotment of GPF Account Numbers.
- Monthly Deduction of GPF subscribes and advance received from salary bills.
- Monthly deduction adds in last month balance.
- Month wise liability register maintain and quarterly interest given on all GPFaccounts.
- GPF account wise ledger maintain from liability.
- Annually GPF statement gives to all employees after the ending of each financialyear.
- Advance and withdrawal give day to day on demand of employees as per GPF rules.

8. Demand Section: -

- Remuneration for Superintendent-in-Chief/Centre Superintendent /invigilator and other staff on-line collection bfor All Exam

9. Payment Advance & adjustment Section: -

- Account No. and Employees Code should be added with name.
- There should be same name in copy of Budget Head and software.
- There should be option of deleting of MAPO No. in Employee Id.
- Automatic reduction should be occurring in budget in software.
- If there is no sufficient budget, no PO No. should be generated.

10. Spot Marking Section: -

- Spot marking for All Exam Bill.
- All Practical Examiner Bill, Practical Observer Bill, Practical Examiner & Observer T.A. Bill.
- Re-evaluation Bill Payments.
- Re-evaluation Fees Refund
- GIS Payment.

11. Loan Section

- Monthly Salary Bills of Data Entry Operators.
- Monthly Pay slip of Data Entry Operators.
- Monthly all type of deduction from Data Entry Operator Salary.
- Calculation of overtime & increment arrear.
- Monthly EPF Challan Generation.
- Registration system for the purpose of all type of loan.
- Calculation of Loan installments & Interest.

12. HR Section.

- Department Setup
- Designation Setup
- Branch Setup
- Employee Grade Setup
- Job Grade
- Nominee Relation Setup
- Section setup
- State, District, City Setup

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- SMS String
- SMS Templates
- Bank And Bank Branch Setup
- Document Type
- Registration, Update, View Profile
- Department Wise Employee
- Employee Search
- Department SMS/Mail

(i) Leave

- Leave Status
- Leave Type
- Employee Leave
- Employee Leave Request
- Leave Record
- Board Holiday

(ii) Attendance

- Attendance Setup
- Attendance Report
- Department Attendance Report
- Employee Wise Department Report
- Employee Attendance Calendar
- Daily Absent Report

13. Permission/Authorization

- URL Group Setup
- URL Setup
- URL Permission Setup

14. Stock Section

- Product Category
- Product Control Setup
- Product Setup
- Purchase Product Setup
- Generate Requisition
- Requisition in Stock
- Requisition List
- Requisition Order
- Available Stock

15. Grievance Section

- Grievance Type Setup
- Grievance Setup
- Grievance Status
- Grievance In MMC
- Grievance Report List
- Ise.

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16. SFC Section

- SFC Setup
- Update SFC
- SFC Report
- Search SFC By Draft
- Date Wise SFC Report
- Bank Wise SFC Report
- Head Wise SFC Report

17. Gate Pass

- Purpose Setup
- Gate Pass Entry
- Print and View Gate Pass
- Search Gate Pass

18. Android App

- User Profile Setup
- User Attendance
- User Salary
- Apply Grievance
- View Grievance
- Apply For Leave
- Leave Status
- Apply Loan
- View Loan
- View GPF
- Total Employee Attendance in Admin
- Total Grievance Report in Admin

19. Co-Ordination Branch

- Online Booksellers Registration, EMD Deposit, Registration Certificate Issue and EMD refund etc.
- RTBSSC Bhiwani & Regional office Faridabad

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SECTION-IV

Technical Qualifying Criteria: -

1. Cost of this bid document is Rs. 3,000/- (Rs. Three Thousand only) (non-refundable) which is to be deposited through E-tender Portal online. Proof to be attached with Technical Bid.
2. EMD of Rs. 1,00,000/- (Rs. One lacs. Only) is to be deposited through E-tender Portal online. Proof to be attached with Technical Bid.
3. MSME Firms registered only in Haryana state are entitled/eligible for relaxation under this provision as per instructions of the appropriate Government/Authority.
4. The Firm must be registered and existed for minimum last 5 Years from its Registration. (Attach copies)
5. The Firm must have average turnover of Rs. 20 Lac during last three financial years (2021-22, 2022-23, 2023-24). Attach copies of documents/ Balance sheet certified by CA.
6. The Firm must possess GST Number, PAN (Attach Copies).
7. The Firm must possess same work experience from two reputed organization. The firm must produce work order, certificate from appropriate authority supporting related work experience. The firm should have performed the government/ PSU department/ Board/ Corp./ University/ Private Limited Company projects successfully.
8. The bidder must submit an undertaking on a stamp paper of Rs 100/- as per the given format (Section-vii) including the non-blacklist/debarred of the firm.
9. The Firm/company/agency must have ISO 27001 Information Security Management or Higher.

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SECTION-V

General Terms & Condition:

1. The firm will provide service with quality up to the satisfaction of concerned authority.
2. The Firm is required to abide by all the terms and condition given in the bid document and will start the work on the project within 7 days from the date of issuance of work order.
3. Each Document attached with the tender shall be numbered.
4. Tenderer must sign all the pages of tender document.
5. **The tenderer should quote Rate clearly in figures as well as words. The price bid document submitted separately & not in technical Bid under any circumstance failing which the tender shall be rejected.**
6. Upon the award of the contract, the Firm shall prepare and run the modules within 30 days from the date of issuance of work order. Failure to initiate the project within this time frame will result in the imposition of a penalty of Rs. 1000/- per day for ten (10) days thereafter EMD and Performance Security may be forfeited and work order may be cancelled & work may be allotted to second lowest Firm.
7. The selected firm shall be required to deposit Agreement & 10% Performance Security of the total contract value within 7(seven) days from the date of issuance of intimation letter. Performance Security may be deposited in the form of Bank Guarantee or Demand Draft/RTGS in favour of the Secretary, Board of School Education Haryana, Bhiwani. Work order will be issued only after receipt of original Performance Security and Agreement in the Board's office Bhiwani. Failing which the penalty @ 500 /-per day will be imposed for seven days thereafter EMD will be forfeited and firm Blacklisted.
8. The Vendor should provide facilities for the Data Security:
 - a. Data Backups
 - b. Stringent access control policies
9. The Firm shall conduct a training need assessment of BSEH's core team members as well as administrative users/staff etc. as a component of the process improvement & change management process. Training needs should be continuously refined & frequently re-confirmed with the end-user commonly & the core team as the project progress. Even after acceptance & user training period is completed. It will be good if the vendor deputed personnel to oversee customization & other problems that may arise subsequently without any extra cost.
10. The vendor will identify and provide integration of new software with existing software or system, if any, wherever required. Information regarding existing software will be provided to the Vendor by BSEH when requested by the Vendor or otherwise.
11. The Vendor will be responsible for migrating all required data from database of legacy software, if any, to the database for new software. The migration should be done through scripts and should be a repeatable exercise, as it may be carried out for acceptance testing and later again for final implementation. The new software and legacy software will run in parallel for a period of time before use of legacy

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- software is stopped completely. For modules where no legacy software is available, need for retrospective conversion of information has to be identified by the vendor. The vendor must include any special programs or software design. The database maintained by vendor in the new software. There should be personnel deputed by the vendor to oversee conversion of the legacy data and or retrospective data.
12. In case resources are available, BSEH may like to run a system test cycle after the Vendor has performed system testing. The vendor has to make the System Test Plan and Cases used by it for system testing available to BSEH. The Vendor must remove and defects found by the BSEH project team during system testing in maximum two days' time.
 13. BSEH project team would like to run at least two cycles of acceptance testing and will fully participate in implementation efforts by the Vendor. It will aid the Vendor in ensuring that the software developed by the Vendor is tested and the end-users are trained to use it effectively and efficiently within 15 days of acceptance of award of contract without any extra payment or cost.
 14. The vendor will depute one service engineer in the Board's office Bhiwani having knowledge in the relevant field .
 15. Administrative control rests solely with the Board, while developmental control is a collaborative effort with the IT cell. All modifications, updates, and new software/application modules are meticulously logged and retained for three months, ensuring transparency and accountability. This framework not only centralizes decision-making for strategic direction but also promotes efficient collaboration with the IT department, facilitating streamlined and transparent software development practices.
 16. Implementing system on the cloud in a government office can vastly enhance operational efficiency and transparency. By leveraging cloud infrastructure, the system ensures scalability, accessibility, and data security, crucial for managing sensitive government information. Integration with various departments and functionalities streamlines processes, reducing bureaucratic bottlenecks. Real-time data analytics empower decision-makers with insights for more informed governance. Furthermore, cloud-based systems offer cost-effective solutions, eliminating the need for extensive infrastructure investments while promoting remote work capabilities, ultimately fostering a more agile and responsive government apparatus. To ensure that the domain provided by the vendor become the property of the Board.
 17. In addition to the server and firewall security solution, the tender condition stipulates that the selected vendor must include a comprehensive technical support package at no additional cost for duration of three years. This support should encompass troubleshooting, maintenance, software updates, and any necessary replacements to ensure uninterrupted operation of the server infrastructure. The vendor is expected to outline the scope of technical support services offered, including response times, escalation procedures, and service level agreements, to guarantee the firm's continued satisfaction and operational efficiency throughout the support period.

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18. The developed application/software by the firm shall become the exclusive property of the Board upon completion of the project. Following the culmination of all tasks, the firm is obligated to deliver the application/software along with all associated database files to the Board, accompanied by comprehensive documentation. This transfer ensures seamless integration and continued maintenance of the system by the Board, fostering technical effectiveness and facilitating future enhancements or modifications as deemed necessary.
19. End to end solution will be provided by the firm.
20. The Chairman, Board of School Education Haryana, Bhiwani reserves the right
 - a) To negotiate with bidders as per negotiation policy.
 - b) Committee will judge the technical/professional eligibility of the firm.
 - c) To change/add any clauses/items/condition on the bid document.
 - e) Either to execute the project or not.
21. EMD & Performance Security shall be returned to the agency on the expiry of term after three years on request of the firm.
22. The initial allotment of work for one year after the date of award of contract in the first instance which can be extended for next two years depending on the satisfactory performance/ Services provided by the firm/ Company.
23. 40% of the total payment shall be released after satisfactory installation of the modules program duly certified by the competent authority. The rest 30% will be paid after six months on satisfaction of the smooth running of the program. The rest 30% will be paid after one year on the satisfactory completion, smooth running and maintenance of Program.
24. The company shall be solely responsible for the payment of all taxes and duties, license fee, octopi etc. incurred until completion of the job in all respect. However, Income Tax will be deducted at source by the Board as per provision of Income tax Act/Rules as applicable. GST shall be paid extra by the Board.
25. Penalty Provisions: -
 - a) If the work is not satisfactory after completing the job, the Chairman reserves right to forfeit performance Security.
 - b) If the work is interrupted more than three hours during a day due to responsibility of the contractor, then penalty will be imposed @ Rs. 1000/- per day.
26. Arbitrator clause: All disputes or differences arising between the parties out of or relating to meaning and operation of effect of the contract or breach thereof shall be settled by arbitration in accordance with the rules and regulation of arbitrator. The sole arbitrator shall be appointed on mutual concurrence of both parties.
27. In case of any legal dispute the jurisdiction will be at Bhiwani only.
28. For any point which is not covered under the provisions of the tender, the Chairman of the Board of School Education Haryana shall be the supreme authority, whose orders in any of such issues at all stages shall be final for one and all as matter in the interest of the Board.
29. The Chairman of the Board shall be empowered to relaxation in any terms and conditions in the interest of Board in any supervening circumstance.
30. In case of any emergent situation, Chairman, Board of School Education Haryana, Bhiwani shall have the power to extend the time period for running the modules on receipt of request/application from the firm.

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SECTION-VI

Financial Bid

To
The Secretary,
Board of School Education, Haryana
Bhiwani

Subject: Financial Bid for Cloud Based for Financial Accounting Information Management System on SAAS

Having examined the tender documents, terms and conditions stipulated therein etc., the under signed offers to provide the rates, for all work mentioned at scope of work of tender document and abide all term and conditions, given in tender document.

Sr. No.	Description	Rates (Basic rate + GST extra as applicable)
1.	One time implementation/Set up/running Charges for Cloud Based for Financial Accounting Information Management System on SAAS for First year.	Rs. _____ (In words) _____
2.	Annual Renewal Charges for Second year	Rs. _____ (In words) _____
3.	Annual Renewal Charges for Third year	Rs. _____ (In words) _____

Dated _____

Name of Bidder _____

Seal of Company /firm

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SECTION-VII

UNDERTAKING

(ON STAMP PAPER OF RS. 100/-)

Tender No. _____

Dated:

To
The Secretary
Board of School Education Haryana,
Bhiwani-127021

(Name of the Firm/Agency/Company)
Name of the tender
Due Date of Tender

Dear Sir,

1. Having read the conditions of contract and services to be provided, the receipt of which is hereby duly acknowledged, we, undersigned, offer to provide the required Services for the work with the conditions of contract and specifications for the sum shown in the schedule of prices attached herewith and made part of this Bid.
2. We undertake; to enter into agreement as early as possible or being called upon to do so and bear all expenses including charges for stamps etc. and agreement will be binding on us.
3. If our Bid is accepted, we will furnish the 10% Performance Security of the contract value for the due performance of the Contract.
4. We agree to abide by this Bid for a period of 180 days from the date fixed for Bid opening and it shall remain binding upon us and may be accepted at any time before the expiration of this period.
5. Until an agreement is signed and executed, this Bid together with your written acceptance thereof in your notification of award shall constitute a binding contract between us.
6. Bid submitted by us is properly sealed and prepared so as to prevent any subsequent Re-placement.
7. We understand that you are not bound to accept the lowest or any bid, you may receive.
8. That our firm is not black listed/debarred from Central Govt/State Govt/Board/University

Dated this Day of

Signature of

In capacity of

Duly authorized to sign the bid for and on behalf of

Witness

Address

Signature

BOARD OF SCHOOL EDUCATION HARYANA, BHIWANI

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SECTION-VIII

AGREEMENT/Contract Form

This Agreement entered into on the ____ day of 2024 between the Board of School Education, Haryana, Bhiwani (hereinafter referred to as BOARD which expression shall include its successors and Assignees) through its Secretary on one part and M/S _____ Incorporated under the Companies ACT, 1956 (herein after referred to as the Company which expression shall include its successors and Assignees) on the other part. Whereas the BOARD is desirous of getting the work of preparation For Cloud Based for Financial Accounting Information Management System on SAAS and the _____ has agreed to undertake the said job, on terms and conditions mentioned Herein after.

1. Undertaking on affidavit of Rs. 100/- That our firm is not black listed/debarred from Central Govt/State Govt/Board/University.
2. The firm will provide service with quality up to the satisfaction of concerned authority.
3. Period for Preparation & Run the Modules within 30 days from the date of issuance of work order.
4. The firm will not leak any data/information, if found so, the EMD will be forfeited and all payment will be stopped and firm will be blacklisted and appropriate legal action will be taken against the firm. The Boards data must be transferred after completion of period or whenever required to Board.
5. Firm is required to abide all the term and condition given in the document with proper signature and stamp and will start the project within 7 days of award of contract.
6. After award of contract, the firm will deposit Performance Security as 10% of the total cost of tender as BD (Bank Draft) /RTGS within 07 days, from the date of issuance of intimation letter.
7. Arbitrator clause: All disputes or differences arising between the parties out of or relating to meaning and operation of effect of the contract or breach thereof shall be settled by arbitration in accordance with the rules and regulation of arbitrator. The sole arbitrator shall be appointed on mutual concurrence of both parties.
8. Furthermore, for any other dispute the jurisdiction of court shall be Bhiwani (Haryana) only.
9. If any time during contract period vendor back out or delay the job unnecessarily for any unjustified reason, Chairman will have the power to impose any penalty as he deems proper beside forfeit of Performance Security.

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10. Penalty Provisions: -
Upon the award of the contract, the Firm shall prepare and run the modules within 30 days. Failure to initiate the project within this timeframe will result in the imposition of a penalty of Rs. 1000/- per day for ten days thereafter EMD and Performance Security may forfeit and work order may be canceled & work may be allotted to second lowest Firm.
11. 40% of the total payment shall be released after satisfactory installation of the modules program duly certified by the competent authority. The rest 30% will be paid after six months on satisfaction of the smooth running of the program. The rest 30% will be paid after one year on the satisfactory completion, smooth running and maintenance of Program.
12. The company shall be solely responsible for the payment of all taxes and duties, license fee, octopi etc. incurred until completion of the job in all respect. However, Income Tax will be deducted at source by the Board as per provision of Income tax Act/Rules in force. GST shall be paid extra by the Board.
13. The Initial allotment of work for one year from the date of running the modules which can be further extended for next two years depending on the satisfactory performance/ Services provided by the firm/ Company.

Signature of the Board Authority _____

Signature of Bidder _____

Name of the Board Authority _____

Name of Bidder _____

Designation of the Board Authority _____

Designation of Bidder _____

Board of School Education Haryana,

Address of Bidder _____

Bhiwani -127021

Witness Signature _____

Witness Signature _____

Witness Name _____

Witness Name _____

Witness Designation _____

Witness Designation _____

Board of School Education Haryana,

Bhiwani-127021

for and behalf of Bidder

BOARD OF SCHOOL EDUCATION HARYANA, BHIWANI

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27/12/2024

Dated-

Check list

Sr. No	Documents asked for	Page number at which document is placed
1	Tender Document Fee of Rs. 3000/- and Earnest Money Deposit (Bid Security) of Rs. 1,00,000/- to be deposited through e-tender portal. Deposited slip to be attached.	
2	The firm must be registered and existed for minimum last 05 Years form its Registration. Copy must be attached.	
3	The Firm must have average turnover of Rs. 20 Lac during last three financial years (2021-22, 2022-23, 2023-24). Attach copies of documents/ Balance sheet certified by CA.	
4	The Firm must possess GST Number (Attach Copies)	
5	The Firm must possess PAN (Attach Copies)	
6	The Firm must possess same work experience from two reputed organization. The firm must produce work order, certificate from appropriate authority supporting related work experience. The firm should have performed the government/ PSU department/ Board/ Corp./ University/ Private Limited Company projects successfully.	
7	The bidder must submit an undertaking on a stamp paper of Rs 100/- as per the given format (Section-vii) including the non-blacklist/debarred of the firm.	
8	The Firm/company/agency must have ISO 27001 Information Security Management or Higher.	