



प्राणाभिसरः प्राणायतनानाम्

भारतीय चिकित्सा पद्धति राष्ट्रीय आयोग

आयुष मंत्रालय, भारत सरकार

कार्यालय: 61-65, संस्थानिक क्षेत्र, जनकपुरी, डीब्लॉक नई दिल्ली -110058

National Commission for Indian System of Medicine

Ministry of Ayush, Govt. of India

Office: 61-65, Institutional Area, Janakpuri, D-Block New Delhi-110058

दूरभाष / Phone

सभापति / Chairman: 28525156

सचिव / Secretary: 28525847

कार्यालय / Office: 28525464

पंजीयन / Registration: 28522519

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www.ncismindia.org

secretary@ncismindia.org


Ref. No.Estt.1/2023 (NCISM)

Dated:19.07.2023

NOTICE INVITING TENDER

NCISM for Board of Ayurveda and Board of Unani, Siddha and Sowa-Rigpa needs a software/application for development of curriculum for various subjects offered under Bachelor of Ayurvedic Medicine and Surgery (BAMS), Bachelor of Unani Medicine and Surgery (BUMS), Bachelor of Siddha Medicine and Surgery (BSMS) and Bachelor of Sowa Rigpa Medicine and Surgery (BSRMS).

Secretary, NCISM invites the expression of Interest for selection of a Bidder, which should be a firm/company/entities having sufficient experience, expertise and meeting technical qualification criteria (the "Bidder") who shall "Provide Software as a service for Curriculum Development by NCISM, New Delhi.


19/7/23

(Dr. B. L. Mehra)
Secretary (I/c)
NCISM



NATIONAL COMMISSION FOR INDIAN SYSTEM OF MEDICINE (NCISM)
BOARD OF AYURVEDA, UNANI, SIDDHA AND SOWA RIGPA (BUSS),
NEW DELHI
<https://ncismindia.org>

EOI Document

For

Expression of Interest for “Purchase of Software as a Service for Curriculum Development” by NCISM, New Delhi

4th Floor, Jawahar Lal Nehru Bhartiya Chikitsa
Avam Homoeopathy Anusandhan
Bhawan, 61-65, Institutional Area,
Janakpuri "D" Block,
New Delhi-110058

Email: secretary@ncismindia.org

Phone: + 91-11-2852 5464 / +91-11-2852 2519

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**NATIONAL COMMISSION FOR INDIAN SYSTEM OF MEDICINE (NCISM)
BOARD OF AYURVEDA, UNANI, SIDDHA AND SOWA RIGPA (BUSS),
NEW DELHI
<https://ncismindia.org>**

Important Information Date Sheet

Information	Details
EOI No. and Date	NCISM/BOA/SYLLABUS/31/2/2022; Date:19.07.2023
Name of the Purchaser	National Commission for Indian System of Medicine (NCISM)
Name of the RFP	"Expression of Interest" to Purchase of Software as a Service for Curriculum Development by NCISM, New Delhi"
Contact details of client	The Secretary National Commission for Indian System of Medicine (NCISM), 4th Floor, Jawahar Lal Nehru Bhartiya Chikitsa Avam Homoeopathy Anusandhan Bhawan, 61- 65, Institutional Area, Janakpuri "D" Block, New Delhi-110058 Email: secretary@ncismindia.org
Date of issue of RFP	19 th July, 2023
Last date (deadline) for submission of bids	31 st July, 2023 upto 02:00 PM
Technical Bid Opening Date & Time	31 st July, 2023, 03:00 PM
Place of Submission of Technical Bid & Finance Bid Opening	National Commission for Indian System of Medicine (NCISM), 4th Floor, Jawahar Lal Nehru Bhartiya Chikitsa Avam Homoeopathy Anusandhan Bhawan, 61- 65, Institutional Area, Janakpuri "D" Block, New Delhi-110058
Financial Bids Result	To be informed to successful bidders.

Any amendments/corrigendum related to bid document, for any reason whether in its own initiative or in response to clarification requested by bidders, will be published on website of Institute. Bidders should check these amendments regularly. NCISM shall not be responsible to notify such amendments/corrigendum to individual bidders.

NCISM reserves the right to amend or withdraw any of the terms and conditions contained in the Tender Document or to reject any or all Bids without assigning any reason. The decision of the Secretary, NCISM in this regard shall be final and binding on all.

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NCIMS, New Delhi will not be responsible for non-receipt /non-delivery

EXPRESSION OF INTEREST

SECTION I

1 GENERAL

1.1 Background

The National Commission For Indian System Of Medicine is the statutory body constituted under NCISM Act, 2020 vide gazette notification extraordinary part (ii) section 3(ii) dated 21.09.2020.

An Act to provide for a medical education system that improves access to quality and affordable medical education, ensures availability of adequate and high quality medical professionals of Indian System of Medicine in all parts of the country; that promotes equitable and universal healthcare that encourages community health perspective and makes services of such medical professionals accessible and affordable to all the citizens; that promotes national health goals; that encourages such medical professionals to adopt latest medical research in their work and to contribute to research; that has an objective periodic and transparent assessment of medical institutions and facilitates maintenance of a medical register of Indian System of Medicine for India and enforces high ethical standards in all aspects of medical services; that is flexible to adapt to the changing needs and has an effective grievance redressal mechanism and for matters connected therewith or incidental thereto.

1.2 Need For Request For Proposal

NCISM for Board of Ayurveda and Board of Unani, Siddha and Sowa-Rigpa needs a software/application for development of curriculum for various subjects offered under Bachelor of Ayurvedic Medicine and Surgery (BAMS), Bachelor of Unani Medicine and Surgery (BUMS), Bachelor of Siddha Medicine and Surgery (BSMS) and Bachelor of Sowa Rigpa Medicine and Surgery (BSRMS).

Secretary, NCISM invites the expression of Interest for selection of a Bidder, which should be a from/company/entities having sufficient experience, expertise and meeting technical qualification criteria (the "Bidder") who shall "Provide Software as a service for Curriculum Development" at NCISM.

1.3 Due diligence by Applicants

Applicants are encouraged to inform themselves fully about the assignment and the local conditions before submitting the Proposal by paying a visit to NCISM and the Work site and analyzing the given scope of work.

1.4 EOI Document

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EOI document can be downloaded from the Official Website <https://ncismindia.org>

1.5 Validity Of The Proposal The Proposal shall be valid for a period of not less than 120 days from the Proposal Due Date (the "PDD").

1.6 Brief Description Of The Selection Process The NCISM has adopted a single stage, two-step selection process (collectively the "Selection Process") in evaluating the Proposals comprising technical and financial bids to be submitted in two separate sealed envelopes. In the first step, a technical evaluation will be carried out as specified in Section III, based on this technical evaluation, a list of short-listed applicants shall be prepared as specified in the second step, a financial evaluation will be carried out as specified in Clause 4.2. Bidder with lowest quotation will be awarded the work.

1.7 Work Completion period The work must be completed within one month (30 days) after receiving the Letter of Intent.

1.8 Obligations Of The Bidders: The bidder shall perform the services and carry out their obligations hereunder with all due diligence, efficiency and economy, in accordance with generally accepted professional techniques and practices, and shall observe sound Management practices, and employ appropriate advanced technology and safe methods. The Bidder shall always act, in respect of any matter relating to this Eoi or to the services, as faithful advisers to the client, and shall at all times support and safeguard the client's legitimate interests in any dealings with sub- Bidder or third Parties.

1.9 Obligations of the Client:

a. **Change in the Applicable Law:** If, after the date of this agreement, there is any change in the Applicable Law with respect to taxes and duties which increases or decreases the cost of services rendered by the Bidder, then the remuneration and reimbursable expenses otherwise payable to the Bidder under this contract shall be increased or decreased accordingly by agreement between the parties and corresponding adjustments shall be made to the amounts referred to in Clauses as the case may be.

b. **Services and Facilities:** The Client shall make available to the selected bidder the services and facilities (only technical discussion and guidance) as mutually agreed to execute the work efficiently.

1.13 Settlement of Disputes:

a. **Amicable Settlement:** The parties shall use their best efforts to settle amicably all disputes arising out of or in connection with this contract or the interpretation thereof.

b. **Dispute Settlement:** Any dispute between the parties as to matters arising pursuant to this contract which cannot be settled amicably within thirty days after receipt by one party of the other party's request for such amicable settlement may be submitted by either party for settlement in accordance with the provisions specified in SCC.

c. **Liquidated Damages:** If the consultant is not able to complete the Work Report in time & the delay on this account is solely attributable to the consultant, then the consultant shall be liable for Liquidated Damages for delay @ 0.5% of the fee (excl. of taxes) per week or any part of the week

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subject to maximum of 10% of the fee payable for the stage of approval of Work Report. and maximum tolerable delay period is TWO Months.

1.14 Arbitration

In the event of any dispute or difference relating to the interpretation and application of the provisions of this Agreement, such dispute or difference shall be referred by either party for arbitration to the Sole Arbitrator in the Department of Public Enterprises to be nominated by the Secretary to the Government of India In-charge of the Public Enterprises. The Arbitration and Conciliation Act, 1996 shall not be applicable to arbitration under this Clause. The award of the arbitrator shall be binding upon the parties to the dispute, provided however and party aggrieved by such award may make a further reference for setting aside or revision of the award to the Law Secretary, Department of Legal Affairs, Ministry of Law and Justice, Government of India. Upon such reference the dispute shall be decided by the Law Secretary or the Special Secretary / Additional Secretary, when so authorized by the Law Secretary, his decision binds the parties finally and conclusively. The parties to the dispute will share equally the cost of arbitration as intimated by the Arbitrator.

Section II

2 Role/Scope of The Bidder

2.1 Pre-Qualification Criteria of Bidder

- A. The Bidder should be Public limited / Private limited / Partnership Firm with office in India.
- B. The Bidder should have been engaged of development, deployment and maintenance of cloud-based curriculum management system/software System for a Large integrated Medical Institutions/ Ayurveda Institution in India. The bidder should submit contract copy or experience certificate as documentary proof in last five years
- C. Annual average turnover of the bidder should be more than Rs. 10 lacs in last three financial year's ending 2022-23.
- D. The Bidder must have completed at least 1 similar nature of development, deployment, and maintenance of cloud-based system work in last 5 years, completion of which should fall at least one day earlier of the last day of submission of EOI.
- E. The Bidder is required to submit certificate of completion of assignment from the respective institute as a proof of meeting the above qualifying criteria and submit copies of the completion certificate.
- F. The Bidder should not be blacklisted in any of the Indian Government Department.
- G. The Bidder is required to submit performance certificate of completed assignment from the respective institute.
- H. Exemptions to MSMEs and Startups (in Annual average turnover and Experience) in will be allowed as per Govt Policy

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2.2 Submission of Technical Bid

- A. EOI in the form of hard copies duly signed, stamped and page numbering on each page will be considered.
- B. All the **Annexure/declaration** and tender documents should be signed by bidders. If these are signed by a representative, an authorization letter issued after tender publishing dated must be attached. **Tender submitted in loose sheet/unsigned shall not be considered.**
- C. The pages of tender document to be submitted by bidder should be properly number and an index page with proper page number should be attached with the tender document
- D. The 1st envelope (**Technical Bid**) shall the documents as mentioned in the terms and conditions (Form 'A' to 'E').
- E. The 2nd envelope (**Financial Bid**) shall contain priced schedule of Quotation, duly signed, Stamped and page numbering by the authorized signatory of the bidder. (Form 'F').
- F. The EOI – both **Technical and Financial** duly filled in the prescribed proforma at Form 'A' to 'E' & Form 'F' shall be placed in sealed separate envelopes with a name of work written on the envelope and addressed to " **The Secretary, National Commission for Indian System of Medicine (NCISM), 4th Floor, Jawahar Lal Nehru Bhartiya Chikitsa Avam Homoeopathy Anusandhan Bhawan, 61-65, Institutional Area, Janakpuri "D" Block, New Delhi-110058**".
- G. The Technical bids shall be opened at **3.00 PM on the closing date in 4th Floor, Jawahar Lal Nehru Bhartiya Chikitsa Avam Homoeopathy Anusandhan Bhawan, 61-65, Institutional Area, Janakpuri "D" Block, New Delhi-110058** in the presence of such bidders or their authorized representatives, who may wish to be present.
- H. The bidders, whose Technical bids are accepted, will be informed about the date of the opening of financial bids.
- I. All entries in the Technical bid in the proforma Form 'A' to 'E' should be filled up clearly. No overwriting or cutting is permitted in financial bid. However, cutting, if any, in the Technical Bid must be initialled by the person authorized to sign the technical bids.
- J. The bidder shall submit documents mentioned in Form 'A' to 'E' with Technical Bid.
- K. The Financial Bid of the Technically Qualified Bidder will ONLY be opened.
- L. The price schedule of quotation as per format enclosed, duly signed, stamped and page numbering by the authorized signatory of the bidder is to be submitted. The unit rate and prices shall be quoted by the bidder entirely in Indian Rupee to be entered in words also.
- M. The breakup of Basic Price, GST, other taxes/charges, if any to be clearly mentioned in Indian rupee only.
- N. Financial Bid in any other form except in the specified format given, will not be accepted and shall be **SUMMARILY REJECTED**.

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O. Both the above envelopes should clearly be marked on top of envelope about type of envelope i.e., details of contents in envelope (Technical Bid/Commercial Bid as the case may be), name of agency submitting the bid and addressed to "The Secretary, 4th Floor, Jawahar Lal Nehru Bhartiya Chikitsa Avam Homoeopathy Anusandhan Bhawan, 61-65, Institutional Area, Janakpuri "D" Block, New Delhi-110058"

P. The main envelope containing the Technical Bids, Financial Bids must be superscripted "Purchase of Software as a Service for Curriculum Development" at NCISM. New Delhi.

Q. Please note that the envelope containing Technical and Financial Bids are sealed properly, i.e. either wax or with adhesive cello tape on both ends. Rates quoted should be neat and clean without cutting/overwriting.

Section – III

3. Detailed Scope of Work

3.1 Objective Providing of a software as a service for Curriculum Development. NCISM is in process of revamping the curriculum and align the same with New Education Policy. To facilitate asynchronous access, development of curriculum, as per NCISM specifications. NCISM has felt a need of an IT solution from software development experts.

3.2 Broad Scope of Work

- Syllabus framing Application to create **COURSE CURRICULUM** for IInd Professional Subjects of BAMS, BUMS and BSMS.
- Facility to create Theory and Practical's topics with learning objectives.
- Real time calculation of Lecture and non-lecture hours for theory and practical.
- Real time calculation of Course outcome, Domain, MK, DK and NK, LD SH KH, T L Method, Assessments, Formation summative, Term, Stream etc.
- Blueprint of Question Paper.
- Ability to generate COURSE CURRICULUM pdf file (Subject wise total 12+ subjects), multiple reports.
- Must be designed in the latest "web" technology.
- Should provide Support Service as and when required.
- Multi user application, very user-friendly with lesser screens, Track all user activities.

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- Expenses of Hosting & All Software Licenses, if any, to be borne by the service provider.
- Users and functionalities required:

Chairman

- Chairman will have full access to the application ie creating table 1, table 2 table and all other.
- Only Chairman can create the topics.
- Can assign required theory and practical topics (multiple) to respective users (ie : Co-ordinator, member).
- Delete option are restricted to all other users.
- Can create the Blueprint, assign the marks to theory and practical's, Activity, Distribution of practical exam and references books.
- Section wise List all reports.

Co-ordinator, member

- Facility to enter the learning objective of assigned topics.
- Delete option are restricted.

Super admin

- Super admin will have control over all subjects.
- Every user login and activity will be tracked.
- Multiple subjects can be assigned to the user.
- Very user friendly, easy to use.
- COURSE CURRICULUM final pdf will be generated on single click as standard with auto generate index, pagination etc.
- Fully dynamic, No static contents.
- Designed in latest secure farmwork technology.
- Easy to customize as and when required.
- Robust data structure design for fast data process.

3.14 Uptime:

The Bidder will ensure an uptime of 99% for the items deployed by them.

3.15 Reliability: The equipment offered should be robust and reliable.

3.16 Licenses User License should be complete in all sense i.e. only Full Usage User License has to be quoted. All licenses shall be of Perpetual Nature only. No time restriction and user restriction licenses shall be entertained.

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Section IV

4 QUALIFYING REQUIREMENT

4.1 Method of selection of the Work Management vendor for Design & Implementation Submission of Bids

The bids are invited from a company in the field of Information Technology. The bids should be submitted in two separate sealed envelopes (one for technical bid and other for financial bid indicating on the top of the sealed cover of each whether it is a financial or technical bid) and these two envelopes shall be put in a bigger envelope duly sealed. In case, any bidder submits more than one bid or more than two envelopes in the bigger envelope, his bid will be summarily rejected without assigning any reason. Further, each page of the technical and financial bids should be numbered and signed by the authorized signatory and Index page must be filled properly.

4.1.1 The Technical Bid Shall Contain:

- Index Page
- Name of the Company (Government/Private/Public etc.)
- Certificate of Incorporation, PAN, GST Certificate
- Organizational Structure
- Audited Financial Statement for the last three years with year wise turnover and Net Profit/Loss(PAT)
- List of major completed assignments similar to the scope of work as required in eligibility criteria.

Technical bid should be given separately at Form-'A' to 'E' in addition to give the details in the work documents.

4.1.2 The Financial Bid Shall Contain:

The financial Bid shall be in Form-'F' with details of cost break up for cost all related works for completion.

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4.2 SELECTION PROCESS:

- a) Opening of big envelope in presence of bidders will be done immediately after closing of bid time on 4th Floor, Jawahar Lal Nehru Bhartiya Chikitsa Avam Homoeopathy Anusandhan Bhawan, 61-65, Institutional Area, Janakpuri "D" Block, New Delhi
- b) Immediately after opening of big envelopes, technical bids for each scheme will be opened first in the presence of bidder and their documents will be page numbered and signed by the Screening Committee Members.
- c) Evaluation of technical bids will be done by the Screening Committee of the NCISM subsequently.
- d) Financial bids of only the technically qualified agencies/organization/institutions will be opened in their presence on the date and time to be intimated them through Website/E-mail/ Telephone (Details to be provided by bidders).
- (e) The bids will be evaluated as per **Lowest Commercial Bid method** based on Manual of Policies and Procedure of Employment of Bidder, Ministry of Finance, Government of India dated 31st August, 2006. For details, please refer to website of Ministry of Finance, Government of India.

Financial bids having any negotiation clause or condition shall be summarily rejected.

4.5 PENALTY If the agency/organization/institution is not able to complete the work in time the agency would be liable to be penalized as follows: - For delay: 0.5% per week or any part of the week of the fee (excluding taxes) per fortnight or part of it subject to maximum of 10% and maximum tolerable delay period is TWO Months

4.6 SAVING CLAUSE The Secretary, NCISM has the right to terminate the contract at any time if it comes to know that the contract has been procured fraudulently or misrepresented and corrupt practices and forfeit the security / bank guaranteed.

4.7 Court Jurisdiction In case of any dispute, this shall be subject to the exclusive jurisdiction of Court at Delhi/New Delhi.

4.8 EARNEST MONEY DEPOSIT

Bidder need not to submit EMD for this tender. However, The bidder has to sign a bid securing declaration (**As per Annexure –E**) accepting that if they withdraw or modify their bids during the period of validity or if they fail to sign the contract, or to submit a performance security before the deadline defined in the request for bid document, they will suspended for the two years from being eligible to submit bids for contracts with **NCISM, New Delhi**.

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5.8 Final Decision Making Authority: Secretary, NCISM reserves the right to accept or reject any application and/or to annul the selection process and reject all applications at any time without assigning any reason or incurring any liability to the applicants.

5.9 Organizational Structure The applicant should have sufficient number of Solution Architects and other software and networking professionals. The applicant should submit a list of key professionals stating clearly how they would be deployed in this work and in-house capability of the firm should be brought out, clearly indicating the disciplines for which the firm will need to appoint sub- Bidders. Even though an applicant may satisfy the above requirements, he would be liable to disqualification, if he has: a) Made misleading or false representation or deliberately suppressed the

information in the forms, statements and enclosures required in the EOI

document. b) Record of poor performance such as abandoning work, not properly

completing the assigned work, or financial failures/weaknesses, have

been black listed in any of the Govt. Ministry, PSU, local bodies etc. c) Record of poor performance in any of the works related to Ministry of

AYUSH completed or being executed.

5.10 Sub-contract

The Bidder shall not be allowed to transfer, assign, pledge or sub-contract its rights and liabilities under this contract to any other agency(ies) without prior written consent of the Secretary, NCISM. If it is found that the firm has given sub-contract to another Agency, the contract shall stand cancelled & the performance security deposit of such Bidder shall be forfeited by NCISM, Delhi.

5.11 False Declaration

False declaration will be in breach of the Code of Integrity under Rule 175(1)(i)(h) of the GFR-2017 for which a bidder or its successors can be debarred for up to two (02) years as per Rule 151 (iii) of the GFR-2017 along with such other actions as may be permissible under law

5.12 Confidentiality The bidders shall not disclose any proprietary or confidential information relating to the work, the services, this contract or the client's business or operations without the prior written consent of the client.

5.13 Information to Be Given In The Required Formats: Bidders should furnish the following:

5.13.1 ORGANIZATION INFORMATION

Bidders are required to submit the following information in respect of their organization (Form - 'A').

a) Name & postal address, Telephone & Fax Number etc.

b) Year of establishment and commencement of practice.

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- c) Copies of original documents defining the legal status, place of registration and principal places of business.
- d) Name & title of Directors
- e) Name and designation of officers to be associated with the work and authorized to act for the organization.
- f) Information on any litigation in which the applicant was involved during the last seven years including any current litigation.
- g) Brochures and Annual reports of last three years.

5.13.2 List of Works List of similar assignments/works successfully completed/ongoing during the last seven years (**Form 'C'**).

5.13.3 LETTER OF TRANSMITTAL The applicant should submit the Letter of Transmittal attached under Section V of the EOI document.

5.13.4 DISCLAIMER The information in this document has been prepared to assist the applicants in preparing the EOI and it is clarified that:

- i. It does not constitute an invitation to offer or an offer in relation to the transaction.
- ii. This document does not constitute any contract or agreement of any kind whatsoever.
- iii. This document does not claim to contain all the information that interested parties and their advisors would desire or require in reaching decisions as to the transaction. Interested applicant should form their own view as to what information is relevant to such decisions and make their own independent investigations in relation to any additional information.
- iv. Neither the information in this document nor any other written or oral information in relation to the transaction or otherwise is intended to form the basis of or the inducement for any investment activity or any decision to enter any contract or arrangement in relation to the transaction and should not be relied on as such. Neither NCISM nor their employees or advisors shall be liable to any interested party or any entity under any law including the law of contract, tort, the principles of restitution or unjust enrichment or otherwise for any loss, expenses or damage which may arise, or be incurred, or suffered, in connection with this document, or any matter that may be deemed to form part of this document, or any other information supplied by or;
- vi. On Behalf of NCISM, or their employees or advisors or otherwise arising in any way from the selection process mentioned herein.
- vii. Secretary, NCISM is not bound to accept any or all the responses to the EOI. Secretary, NCISM reserves the right to reject any or all responses without assigning any reasons. No applicant shall Have any cause of action or claim against Secretary, NCISM Or its officers, employees, advisors, agents, successors or assignees for rejection of its response.

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viii. Failure to provide information that is essential to evaluate the applicant's qualifications or substantiation of the information supplied, shall result in disqualification of the applicant.

ix. It shall not be assumed that there shall be no deviation or change in any of the herein mentioned information. While this document has been prepared in good faith, neither Secretary, NCISM nor any of their respective officers or employees or advisors or agents make any representation or warranty or shall have any responsibility or liability whatsoever in respect of any statements or omissions here from. Any liability is accordingly expressly disclaimed by Secretary, NCISM or any of their respective officers, employees, advisors or agents, whether negligent or otherwise.

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Section – VI

Index page for technical bid

(Must be filed properly and to be first page of technical bid)

S.No	Name of documents	Page Number
1	The Bidder should be Public limited / Private limited / Partnership Firm with office in India.	
2	The Bidder should have been engaged of development, deployment and maintenance of cloud-based curriculum management system/software System for a Large integrated Medical Institutions/ Ayurveda Institution in India. The bidder should submit contract copy or experience certificate as documentary proof in last five years	
3	Annual average turnover of the bidder should be more than Rs. 10 lac in last three financial year's ending 2022-23.	
4	The Bidder must have completed at least similar nature of development, deployment, and maintenance of cloud-based system work in last 5 years, completion of which should fall at least one day earlier of the last day of submission of EOI.	
5	The Bidder is required to submit certificate of completion of assignment from the respective institute as a proof of meeting the above qualifying criteria and submit copies of the completion certificate.	
6	The Bidder should not be blacklisted in any of the Indian Government Department.	
8	The Bidder is required to submit performance certificate of completed assignment from the respective institute.	
9	Exemptions to MSMEs and Startups (in Annual average turnover and Experience) in will be allowed as per Govt Policy	

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10	Power of attorney	
11	Signed tender document	
12	Letter of Transmittal	
13	Form A	
14	Form A1	
15	Form B	
16	Form C	
17	Form D	
18	Form D1	
19	Form D2	
20	Form E	
21	FINANCIAL STRENGTH-Average Annual financial turnover on last three consecutive from financial year 2020-21, 2021-22, 2022-23	
22	RELEVANT EXPERIENCE - Value of works completed (each exceeding Rs. 2 lac) in last five years on software for curriculum development or similar work	

Date

Signature of the Authorized Person

Seal

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NATIONAL COMMISSION FOR INDIAN SYSTEM OF MEDICINE (NCISM)
BOARD OF AYURVEDA, UNANI, SIDDHA AND SOWA RIGPA (BUSS),
NEW DELHI
<https://ncismindia.org>

LETTER OF TRANSMITTAL

FROM:

To:

The Secretary,
4th Floor, Jawahar Lal Nehru Bhartiya Chikitsa Avam,
Homoeopathy Anusandhan Bhawan,
61-65, Institutional Area, Janakpuri
"D" Block, New Delhi-110058

SUBJECT: Submission of "Expression of Interest" to Purchase of Software as a Service for Curriculum Development by NCISM, New Delhi"

Sir,

Having examined the details given in EOI Notice and EOI document for the above work, I/We hereby submit the relevant information. 1. I/We hereby certify that all the statements made and information supplied in the enclosed forms 'A' to 'F' and accompanying statements are true and correct. 2. I/We have furnished all information and details necessary for EOI and have no further pertinent information to supply. 3. I/We also authorize Secretary, NCISM, Govt. of India or their authorized representatives to approach individuals, employers and firms to verify our competence and general reputation. 4. I/We submit the following certificates along with details in prescribed format in support of our suitability, technical know-how and capability for having successfully completed the following works:

Name of Project certificate From

Enclosures

Date of submission

Signature(s) of applicant(s)

Seal of Applicant(s)

[Handwritten signature]
19/7/23

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Technical Bid
FORM – 'A'
ORGANISATIONAL STRUCTURE

Name of the Firm/Company		
Full Address of the Company Year of Establishment		
Telephone Number		
Fax Number		
E-Mail Address		
Website		
Sector's in which the company/firm has provided services to Government Department in India No of full time personnel currently under employment	Technical	
	Non- technical No of Years of presence in India Annual Turnover	
No of Years of presence in India		
Annual Turnover	FY	Turnover (Rs.)
	2020-21	
	2021-22	
	2022-23	
Details of Authorized Representative	Name	
	Designation	
	Mobile	
	Office	
	Email	

Signature

[Handwritten Signature]
19/7/23

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FORM – 'A-1'

Format of C.V for Team leader/ Experts/Bidders

1. Name
2. Designation
3. Area of Expertise
4. Total work experience
5. Experience in relevant field Name of the work/dwelling units/date of award

Date

Station

Signature of the Authorized person

Seal

[Handwritten Signature]
19/7/23

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FORM B

DETAILS OF QUALIFYING PARAMETERS

Sr. No.	RFP particulars requirement	(Ref. Page No. in Proposal)	Details of Particulars provided
1	Bid Security Document		
2	Proposal validity 120 days from last date of Submission of Proposals		
3	Qualifying Works [As per Form – C]		
4	Power of Attorney for authorized signatory		
5	Financial turnover of years 2020-21, 2021-22, 2022-23 (Rs. crore).		

[Handwritten signature]
19/7/23

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FORM - C

WORK COMPLETION CERTIFICATES

Sl.No.	Client Name	Name of assignment & location	Year	Order Value
1				
2				
3				
4				
5				


19/7/23

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FINANCIAL CAPABILITIES

Form –D (Rs. In lacs)

Financial Year	Financial turnover	Net Profit
2020-21		
2021-22		
2022-23		
Average Annual Turnover over the past		

Audited balance sheet/ IT return to be submitted in support of above turnover

Signature

*W
Feb
19/7/23*

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FORM – F

Performa For Financial Bid

For "Expression of Interest" to Purchase of Software as a Service for Curriculum Development by NCISM, New Delhi":

Sl.No.	Description of Work	Cost (In Rupees) (Excluding Taxes)	Applicable Tax in Rs with tax percentage	Total Cost (in Rupees) including applicable taxes.
1	Software as a Service for Curriculum Development by NCISM, New Delhi			

Signature

Seal

[Handwritten Signature]
19/7/23

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