



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

Request for Proposal

For

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

NATIONAL COMMISSION FOR INDIAN SYSTEM OF MEDICINE (NCISM)
Road No. 66, Block-4, Dhanwantri Bhawan,
Punjabi Bagh, New Delhi - 110026
Email: secretary@ncismindia.org
Phone: + 91-11-2852 5464 / +91-11-2852 2519


श्री. डॉ. डी. बी. एल. मेहरा
Prof. D. B. MEHRA
सचिव/Secretary
भारतीय चिकित्सा पद्धति राष्ट्रीय आयोग
National Commission for Indian System of Medicine
पंजाबी बाग (पश्चिम), नई दिल्ली-110026
Punjabi Bagh (West), New Delhi-110026



Important Information Date Sheet

Information	Details
RFP No. and Date	NCISM/Admin/...09.02.2024...; Date:
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), Road No. 66, Block-4, Dhanwantri Bhawan, Punjabi Bagh, New Delhi - 110026 Email: secretary@ncismindia.org
Date of issue of RFP	<u>09.02.2024</u>
Last date (deadline) for submission of bids	<u>23.02.2024</u> upto 1 PM
Technical Bid Opening Date & Time	<u>23.02.2024</u> , 03:00 PM
Place of Submission of Technical Bid & Finance Bid Opening	NATIONAL COMMISSION FOR INDIAN SYSTEM OF MEDICINE (NCISM) Road No. 66, Block-4, Dhanwantri Bhawan, Punjabi Bagh, New Delhi - 110026
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.

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

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REQUEST FOR PROPOSAL

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 (RFP):

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) and various Post Graduate Courses under the above mentioned boards.

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 analysing the given scope of work.

1.4 RFP Document

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





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1.5 Validity of The Proposal: The Proposal shall be valid for a period of 120 days from the RFP Due Date.

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.

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

1.11 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 Eligibility Criteria

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 prior experience in developing user-friendly educational software solutions, preferably for Indian Medical System or allied health fields.
- C. The Bidder must have understanding and experience of curriculum development and management processes for Indian System of Medicine Institutions. The bidder should submit contract copy or experience certificate as documentary proof.
- D. Annual average turnover of the bidder should be Rs. 10 lacs or more in last three financial year's ending 2022-23.
- E. The Bidder should not have been blacklisted in any of the Indian Government Department.

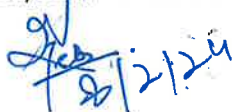
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2.2 Submission of Technical Bid

- A. RFP 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 include all the documents as mentioned in the **Annexure 1 - 3**.
- E. The 2nd envelope (**Financial Bid**) shall contain priced schedule of Quotation, duly signed, and Stamped by the authorized signatory of the bidder in **Annexure 4**.
- F. The RFP – both **Technical and Financial** duly filled in the prescribed proforma **Annexure 1 to 4** 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), Road No. 66, Block-4, Dhanwantri Bhawan, Punjabi Bagh, New Delhi - 110026**".
- G. The Technical bids shall be opened at **3.00 PM on 23.02.2024** in **National Commission for Indian System of Medicine (NCISM), Road No. 66, Block-4, Dhanwantri Bhawan, Punjabi Bagh, New Delhi - 110026** 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 Annexure 1 – 4 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 Annexure 1 - 3 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**.
- 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


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submitting the bid and should be packed in the third envelope addressed to "**The Secretary, National Commission for Indian System of Medicine (NCISM), Road No. 66, Block-4, Dhanwantri Bhawan, Punjabi Bagh, New Delhi - 110026**" and the 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: NCISM is committed to continuously enriching the quality of ISM education in India. As part of this commitment, we are undertaking a comprehensive revision of the III year professional course curriculum for BAMS, BUMS, and BSMS and PG programs to ensure it aligns with the latest advancements in ASUS systems, industry demands, and global healthcare trends. To navigate this multifaceted revision process effectively, NCISM seeks a robust and user-friendly software solution.

3.2 Desired Functionalities:

- **Comprehensive Curriculum Management:**
 - Store, manage, and update the revised curriculum for all ASU systems, including subject-wise syllabi, learning objectives, teaching-learning methodologies, assessment methods, and reference materials.
 - Enable easy searching, filtering, and organization of curriculum content.
- **Dynamic Resource Repository:**
 - Facilitate seamless entry and sharing, editing, modification and restructuring of the data.
- **Data-Driven Insights and Reports:**
 - Generate comprehensive reports on various aspects of the curriculum, including subject-wise, domain wise, level wise, T/L Methods, and many other variables in the curriculum.

Handwritten signature in blue ink, possibly reading 'S. J. Singh'.



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- Present data in insightful visualizations and provide tools for deeper exploration and analysis.
- **Secure Collaboration and Feedback Mechanisms:**
 - Enable secure and efficient collaboration among curriculum revision committees, subject experts, and NCISM officials through online document sharing, discussion forums, and feedback mechanisms.
 - Track changes, versions, and discussions to maintain transparency and accountability.
- **User-Centric Design and Access:**
 - Develop an intuitive and user-friendly interface accessible on diverse devices and operating systems.
 - Offer multilingual support (English, Hindi, Sanskrit, Urdu, Arabic and potential expansion to other Indian languages) for diverse users.

Software Requirements:

- **Cloud-Based:** Accessible from any location with an internet connection.
- **Secure Server Management:** Vendor-managed server hosting for optimal performance, security, and data protection.
- **Multi-User Access:** Secure login credentials for authorized users with role-based permissions.
- **Data Confidentiality and Maintenance:** Implement strict data security measures, encryption, and audit trails. Guarantee data maintenance and availability for five years after implementation, including regular backups and disaster recovery plans.

Collaboration and Support:

- **Close Partnership:** Our developers will work closely with your team throughout the development process, ensuring the software aligns perfectly with your vision and needs.
- **Pilot Software and Iterative Development:** developer will provide a pilot version of the software for comprehensive testing and feedback before full implementation. This allows for adjustments and refinements based on your valuable input.
- **Format Flexibility and Ongoing Support:** Developer understands curriculum formats might vary. Our developers will provide ongoing support for implementing changes and adjustments to basic formats within the software.
- **Doctor Training and Support:** Developer will prepare user manual and will offer specialized training programs to equip doctors involved in the revision process with the skills and knowledge to effectively utilize the software.
- **Real-Time Support and Troubleshooting:** Your team will have access to our dedicated support team for real-time assistance and troubleshooting whenever needed, ensuring smooth operation and minimal disruptions.



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- **Stream-Specific Customization:** The software will be customizable to accommodate the specific needs of different AUS streams and subjects. Our developers will collaborate with subject experts to tailor functionalities and features to enhance the curriculum management process for each individual discipline.
- **Role Based Functionalities:** The software should have Role Based Access mechanism for Chairman, Co-ordinator, Member, Super admin etc.

3.3 Uptime:

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

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

3.5 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.

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:

- a. Index Page
- b. Name of the Company (Government/Private/Public etc.)



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- c. Certificate of Incorporation, PAN, GST Certificate
- c. Organizational Structure
- d. Audited Financial Statement for the last three years with year wise turnover and Net Profit/Loss(PAT)
- e. List of major completed assignments similar to the scope of work as required in eligibility criteria.
- f. Proposal should include the details of the software including the following Technology Used, Architecture, and Timelines for Final Deployment and Cost Effectiveness.

Technical bid should be given separately at **Annexure 1 - 3** in addition to give the details in the work documents.

4.1.2 The Financial Bid Shall Contain:

The financial Bid shall be in **Annexure 4** with details of cost break up for cost all related works for completion.

4.2 SELECTION PROCESS:

- a) Opening of big envelope in presence of bidders will be done immediately after closing of bid time in Conference Room, **National Commission for Indian System of Medicine (NCISM), Road No. 66, Block-4, Dhanwantri Bhawan, Punjabi Bagh, 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 as per the following parameters:

Sl. No.	Particulars	Weightage (Total 100 Marks)
A)	Turnover of the Company (In any of the last 3 Years):	Maximum 10 Marks
a)	20 Lacs and Above	10
b)	15 Lacs to 20 Lacs	7.5
c)	Less than 15 Lacs	5
B)	Average Turnover in last 3 Years:	Maximum 10 Marks
a)	10 Lacs and Above	10
b)	5 to 10 Lacs	7.5
c)	Less than 5 Lacs	5



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C)	Total Experience in development of software for Indian System of Medicine Institutions:	Maximum 10 Marks
a)	3 Years and Above	10
b)	2 to 3 Years	7.5
c)	Less than 2 Years	5
C)	Prior Experience in Curriculum Development Software for Indian System of Medicine Institutions:	Maximum 30 Marks
a)	Yes	30
b)	No	0
D)	Evaluation of Proposed Methodology:	Maximum 40 Marks
a)	Proposed Technology	10
b)	Proposed Architecture	10
c)	Timeline	10
d)	Cost Effectiveness & Scalability	10

d) **Minimum Marks in Technical Evaluation to qualify for Financial Bid Evaluation is 60 Marks.**

e) 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).

f) Lowest Bidder (L1) among the technically qualified bidders will be awarded the work. Financial bids having any negotiation clause or condition shall be summarily rejected.

4.3 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

4.4 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.

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

4.6 EARNEST MONEY DEPOSIT

The bidders are required to submit **EMD for an amount of INR 10,000/-** for this tender.

4.7 PAYMENT TERMS AND CONDITIONS

100% Payment will be done upon successful completion of work and a certificate to this effect issued by the user.



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SECTION-V

INFORMATION & INSTRUCTIONS FOR BIDDERS

5 GENERAL

5.1 Tender Document Fee

5.1.1 The Bidder needs to submit an EMD for an amount of INR 10,000/- for this tender.

5.1.2 All information called for in the enclosed forms should be furnished against the relevant columns in the forms. If for any reason, information is furnished on a separate sheet, this fact should be mentioned against the relevant column. Even if no information is to be provided in a column, a 'nil' or 'no such case' entry should be made in that column. If any particulars/ query are not applicable to the applicant, it should be stated as 'not applicable'. The applicants are cautioned that not giving complete information called for in the application forms or not giving it in clear terms or making any change in the prescribed forms or deliberately suppressing the information shall result in the applicant being summarily disqualified. Applications made by telegram or telex and also those received late will not be entertained.

5.2 The application should be type written, without cutting or over writing. The applicant should sign each page of the application.

5.3 The applicant may furnish any additional information, which is deemed necessary to establish capability to successfully complete the envisaged work. Superfluous information need not be furnished and no information shall be entertained after submission of EOI document unless specifically called for.

5.4 Any information furnished by the applicant found to be incorrect either immediately or at a later date, would render him liable to be debarred from taking up the work.

5.6 **Jurisdiction:** All disputes arising shall be subject to the jurisdiction of the appropriate court at Delhi alone, and shall be governed by laws of India.

5.7 The discretion and decision of Secretary, NCISM in respect of the EOI shall be final and shall not be open to be challenged in any Court of Law.

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 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.



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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.

5.13.4 DISCLAIMER The information in this document has been prepared to assist the applicants in preparing the RFP 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
- v. 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; 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 RFP. Secretary, NCISM reserves the right to reject any or all responses without assigning any reasons. No applicant shall Have

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any cause of action or claim against Secretary, NCISM or its officers, employees, advisors, agents, successors or assignees for rejection of its response.

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.

बी. एल. मेहरा

B. L. MEHRA

Secretary

अरुणा पद्धति राष्ट्रीय आयोग

National Commission for Indian System of Medicine

राजगढ़ बाग (पश्चिम), नई दिल्ली-110026

Rajgadh Bagh (West), New Delhi-110026



Section – VI

Annexure 1 – Pre-Qualification Evaluation

(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. (Bidder to submit Certificate of Incorporation, Partnership Deed)	
2	The Bidder should have prior experience in developing user-friendly educational software solutions, preferably for Indian Medical System or allied health fields. (Bidder to submit Work Order/Completion Certificate)	
3	The Bidder must have understanding and experience of curriculum development and management processes for Indian System of Medicine Institutions. The bidder should submit contract copy or experience certificate as documentary proof. (Details to be mentioned in the proposal)	
4	Annual average turnover of the bidder should be Rs. 10 lacs or more in last three financial year's ending 2022-23. (Bidder to provide Balance Sheet of the Company).	
5	The Bidder should not be blacklisted in any of the Indian Government Department. (Bidder to submit an Undertaking)	

Date

Signature of the Authorized Person

Seal



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Annexure 2 – Technical Bid Evaluation

Sl. No.	Particulars	Page Number of the Technical Bid
A)	Turnover of the Company (In any of the last 3 Years) (Balance Sheet to be enclosed):	
	F.Y. – 2022 – 23	
	F.Y. – 2021 – 22	
	F.Y. – 2020 – 21	
B)	Average Turnover in last 3 Years.	
C)	Total Experience in development of software for Indian System of Medicine Institutions (Enclose Work Order/Completion Certificate of specific financial year):	
	F.Y. – 2022 – 23	
	F.Y. – 2021 – 22	
	F.Y. – 2020 – 21	
C)	Prior Experience in Curriculum Development Software for Indian System of Medicine Institutions.	
D)	Evaluation of Proposed Methodology (To be mentioned in detail in the technical proposal):	
a)	Proposed Technology	
b)	Proposed Architecture	
c)	Timeline	
d)	Cost Effectiveness & Scalability	
E)	EMD Details (Amount, Date, Number, Bank etc.)	



Annexure 3 – Organisational Structure

Name of the Firm/Company		
PAN Number		
Corporate Identity Number		
GST Number		
Full Address of the Company Year of Establishment		
Telephone Number		
Fax Number		
E-Mail Address		
Website		
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]
4/2/24



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

Annexure 4 - 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	Price (In Rupees) (Excluding Taxes)	Applicable Tax in Rs with tax percentage	Final Price (in Rupees) including applicable taxes.
1	Software as a Service for Curriculum Development			

Amounts to be mentioned in both numbers and words.

Signature

Name

Designation

Name of the Company

Seal