

## eNotice Inviting Tender (NIT)

NIT No.: ICAT-T-IOCS-2023-204-123

Manesar, 29<sup>th</sup> December, 2023

The Director, International Centre for Automotive Technology (ICAT), a division of National Automotive Board (NAB), Govt. of India, hereby invites segregated sealed bids (under two bid system) for “DESIGN, DEVELOPMENT, CUSTOMIZATION, INTERGRATION, TESTING, TRAINING, OF BESPOKE ONLINE CERTIFICATION SYSTEM ERP MODULE ON SUBSCRIPTION BASIS (LEASE)” at ICAT Centre – I, Manesar Haryana as per following details:

### Tender Activity Schedule

<b>Job Description</b>	“DESIGN, DEVELOPMENT, CUSTOMIZATION, INTERGRATION, TESTING, TRAINING, OF BESPOKE ONLINE CERTIFICATION SYSTEM ERP MODULE ON SUBSCRIPTION BASIS (LEASE)”
<b>Scope of Work/Services</b>	<b>As Per Annexure “B”</b>
<b>Eligibility Criteria</b>	As per Annexure II, Evaluation Parameters of Tender Document
<b>Payment Terms</b>	As per Annexure III, Terms of Payment of Tender Document
<b>Work Completion Period</b>	Within 10 Months from the date of issue of NTP or Purchase Order.
<b>EMD</b>	10 Lac
<b>Delivery/Serviceing Place</b>	At ICAT Centre - 1 Manesar (Haryana)
<b>Liquidity Damages</b>	An amount of 0.05% of the Contract Sum for each module per day up to a maximum value of 10% of the Contract Sum for each module payable by the Contractor for every day elapsed from the Time for Completion till the Date for Completion of the Project
<b>Bid Validity/Price Validity</b>	6 Months
<b>Delivery Address</b>	International Centre For Automotive Technology (Centre - 1), Plot No. 26, Sector - 3, Near HSIIDC, IMT Manesar, Gurugram 122050
<b>Billing Address</b>	International Centre For Automotive Technology (Centre - 1), Plot No. 26, Sector - 3, Near HSIIDC, IMT Manesar, Gurugram 122050 GST No. 06AABAN9435G2ZI
<b>Last Date for Submission of Queries (If any)</b>	Up to 1700 Hrs on 08/01/2024.

<b>Pre-Bid Meeting</b>	1500 Hrs on 10/01/2024, at ICAT Manesar Gurgaon, India.
<b>Last Date for Submission of Sealed Bids under two bid system</b>	Up to 1700 Hrs on 22/01/2024, at ICAT, Manesar, Gurgaon, India
<ul style="list-style-type: none"> <li>• Bidders to comply with Rule 144 (xi) of GFR 2017 (refer Office Memorandum of Department of Expenditure dated 23<sup>rd</sup> July 2020 <a href="https://doe.gov.in/sites/default/files/OM%20dated%2023.07.2020.pdf">https://doe.gov.in/sites/default/files/OM%20dated%2023.07.2020.pdf</a>)</li> <li>• <b>Preference to Make in India:</b> As per the revised order issued by Department of Industrial Policy and Promotion (DIPP) vide No. P-45021/2/2017-PP (BE-II) dated 04.06.2020. The purchaser reserves the right to give preference to the local supplier.</li> </ul>	
<p>Sealed Envelope should be marked with</p> <p>Interested suppliers/service providers who meet our requirements should submit no regret sealed segregated bid (under two bid system) in a <b><u>sealed envelope latest by 22<sup>nd</sup> January, 2024 by 17:00 Hrs.</u></b> at below given address</p> <p><i>To, The Purchase Department, International Centre For Automotive Technology Plot N. 26, Sector-3, HSIIDC, IMT Manesar Gurugram 122050 (Haryana) Contact No. +91 9899973712</i></p> <p><b><u>Note: ICAT reserves the right to reject/modify/cancel the tender without assigning any reason thereof.</u></b></p>	

## Annexure A

Proposal Invited for “DESIGN, DEVELOPMENT, CUSTOMIZATION, INTERGRATION, TESTING, TRAINING, OF BESPOKE ONLINE CERTIFICATION SYSTEM ERP MODULE ON SUBSCRIPTION BASIS (LEASE)”

**Note: For detailed scope of Work, please refer “Annexure I -Scope of Supply”.**

### **1. Functional Requirements**

International Centre for Automotive Technology (ICAT), in Manesar, notified, under the Central Motor Vehicles (Amendment) Rule, 2007, as one of the accredited homologation testing agencies in India. In order to cater the design, development, customization, integration, testing, training of bespoke online certification system ERP module on subscription basis, we required following modules: - Customer, Docket request, Testing module, Invoicing, Property, Payment etc. We are into certification and non-certification business. We are seeking a solution on subscription basis and after implementation 5 years contract will be given to the party with all future enhancement and change request. The requirements mentioned in these documents may change during the execution period, based on interaction among ICAT and vendor (selected after evaluation).

#### **1.1 Roles Required in Current System**

1.1.1. Admin, Case engineer, Case Coordinators, Scheduling Coordinators, Head, Lab coordinators, Test Engineer, Property Engineer, Payment Coordinators, Finance approval authority etc. (Roles can be vary)

#### **1.2 Module Details :--**

1.2.1. Customer Module : Registration form: Customer will visit iCAT home page. The system provides him 'Register'tab to get register at iCAT. Once the customer will click on 'Register'tab the system will take user to the registration page and will reflects all the fields that the customer needs to fill for successful registration. These fields are mandatory and system should provide an identification for the same (use red asterisk]. Customer has to upload the relevant documents for the company verification. Customer approval will be carried out by ICAT via physical verification of the documents provided by customer.

#### **1.3 Case Registration (known as testing request)**

1.3.1. We required certification and non-certification case type functionality in the system and all the cases will be catered to different labs (total labs: - 17). Case Types - Certification, Development and Conformity of Production.

#### **1.4 Payment Module**

1.4.1. Payment entry with respect to docket(s) and customer and GST

1.4.2. Customer will select the invoices and select the payment mode:--

a. Cheque:

**Tender NIT No: NIT No.: ICAT-T-IOCS-2023-204-123**

- b. Online transfer (NEFT/Payment Gateway)
- c. Draft

#### 1.4.3. Payment Approval

### 1.5 Scheduling Module

1.5.1. Scheduling module will help user to schedule for the testing as per the request received from customers and will be performed by concerned labs (machine wise). Machine breakdown to be recorded by the labs.

### 1.6 Property Module

1.6.1. Prime responsibility for entering the property details against docket (Date and IDs) lies with customers. After submission of property by customer then ICAT person to verify and accept the submitted details. Movement of Property from one lab to another to be directly handled by concerned lab (For Eg. After VTL test, next scheduled department is VEL, so VTL will send property directly to VEL). Property movement is required through RFID or any other solution (with optimal cost)

### 1.7 Invoicing Module

1.7.1. Type of invoices required for event, operations, testing, consultancy, development project, utilisation, and audit: - Draft invoice, Performa invoice, Final invoices, interim invoices and internal billing. Internal billing: - All catered department will book their testing amount for the billing.

### 1.8 Test Details Module

1.8.1. Log sheet (test results data) feature should be available and it should be in downloadable form and same will be uploaded. On the basis of log sheet, test report will be generated and uploaded

1.9 **Docket Trailing Module:** In which all activities / task will be recorded. System will record all the mails sent for the dockets.

1.10 **Dashboard :-** Summary of live cases, closed cases, payment, property, testing status, scheduling, TDS details, Invoices, breakdown details, pending approval etc

1.11 **Onsite manpower requirement for development of the system and requirement gathering**

1.12 **Other functionalities :-**

1.12.1.1. Integration with third parties such as GST system, Tally, Payment gateway etc

1.12.1.2. Security feature :- Economical and best in class available feature

- 1.12.1.3. MIS: - Customer wise, docket list, model wise, engineer wise, open cases, department wise, payment wise, address wise, manufacture wise etc.
- 1.12.1.4. Backup and restore option
- 1.12.1.5. SLA : -security feature, 24\*7, cyber security, support time (will be discussed with vendor at the time of award)
- 1.12.1.6. Mobile application for IOS and Android and Multiple Browser compatibility and responsive web application.
- 1.12.1.7. Cyber security elements should be covered in the application.
- 1.12.1.8. The implementation of Application will be on cloud as per the recommendation from vendor.
- 1.12.1.9. Database migration from Oracle 10G to be carried out by vendor.
- 1.12.1.10. All Software in vendor scope – can be either open source or licensed version with minimal/ no recurring costs.
- 1.12.1.11. Pre docket opening communication should be linked with the dockets and all mail related to docket will be stored in docket and can be retrieve at any time.

## **2. DELIVERY**

- 2.1 The detail time plan for the implementation will be discussed with selected vendor at the time of start of project.
- 2.2 Source code and database will be handed over to ICAT after successful completion of project.

## **3. TRAINING & OPERATIONS SUPPORT**

- 3.1 The bidder shall provide the training at ICAT on working days (Monday through Friday) between 0830 hrs to 1700 hours only.
- 3.2 The bidder shall conduct repeat training in every six month or as required
- 3.3 The bidder will provide soft copies of all training material and course material to enable ICAT to conduct further training to its staff/users, if required at a later point.
- 3.4 The bidder will provide each participant with a copy of the training material.
- 3.5 Training should include functional training, training on the application and system administration activities.
- 3.6 The bidder shall provide a detailed training plan to ICAT, before the commencement of the training.

## 4. RESPONSIBILITIES

The Bidder shall have total responsibility for the process including all phases of design, testing and implementation, integration of systems, training for all the modules.

The Bidder is requested to take into account all information provided in the Tender Document and its Annexure. The Offer shall be suitable to the requirements listed in the complete document for the respective bidders.

The Bidder is requested to provide all specifications offered against the requirements with the detailed specifications of his proposal. If any proposed specification deviates from the Minimum Requirements, the Bidder shall fill a Performa in "Form d1".

The Bidder shall be responsible for the complete implementation of IOCS as shall be finalized with the successful bidder.

The project time should not be more than 5 months from the date of LOI/PO.

### 4.1 Complete list of deliverables

The bidders are requested to provide a complete list of deliverables.

### 4.2 Documentation

4.2.1. At the time of Go-live, the vendor is required to provide, for each module, at least a manual in English containing: all screen shot and description.

For any clarification, please contact Ms. Deepika Nehra, Deputy Manager ICAT at +91-124-4586111 or [deepika.nehra@icat.in](mailto:deepika.nehra@icat.in). All clarifications must be put in written and sent on this e-mail ID.

### Eligibility Criteria:

**Note: For detailed Eligibility Criteria, please refer "Annexure II under Evaluation Parameters".**

- The bidder shall necessarily be a legal valid entity either in the form of Proprietary Firm, Partnership Firm, Private Limited Company. A Proof of legal validity of the Bidder shall be submitted.
- If the bidder fails to submit the authenticated documents in support of his/their credentials as specified in tender documents, his/their tender will liable to be rejected summarily.
- Tender form is not transferable.
- Sealed bid need to be submitted along with complete set of NIT & Tender document, & all the pages need to be submitted duly stamped & signed on account of acceptance of all terms & conditions of tender.
- Financial bid (Annexure-C) need to be submitted on your company's letter head.

**General Terms & Conditions:**

Note: For detailed General Terms & Conditions, please refer “Annexure IV under General Conditions of Contract

**International Centre for Automotive Technology (ICAT)**

Plot No. - 26, Sector-3, HSIIDC, IMT Manesar, Gurugram-122050, Haryana, India

Phone: +91-124-4586-111, FAX: +91-124-2290005, Email: [purchase@icat.in](mailto:purchase@icat.in),

Website [www.icat.in](http://www.icat.in)

## Annexure-B

### Technical Requirement for “DESIGN, DEVELOPMENT, CUSTOMIZATION, INTERGRATION, TESTING, TRAINING, OF BESPOKE ONLINE CERTIFICATION SYSTEM ERP MODULE ON SUBSCRIPTION BASIS (LEASE)” at ICAT Centre - I, Manesar Haryana

Note: For detail technical detail/parameters please refer Annexure-1 under Scope of Supply

## 1. Functional Requirements

International Centre for Automotive Technology (ICAT), in Manesar, notified, under the Central Motor Vehicles (Amendment) Rule, 2007, as one of the accredited homologation testing agencies in India. In order to cater the design, development, customization, integration, testing, training of bespoke online certification system ERP module on subscription basis, we required following modules: - Customer, Docket request, Testing module, Invoicing, Property, Payment etc. We are into certification and non-certification business. We are seeking a solution on subscription basis and after implementation 5 years contract will be given to the party with all future enhancement and change request. The requirements mentioned in these documents may change during the execution period, based on interaction among ICAT and vendor (selected after evaluation).

### 1.1 Roles Required in Current System

1.1.1. Admin, Case engineer, Case Coordinators, Scheduling Coordinators, Head, Lab coordinators, Test Engineer, Property Engineer, Payment Coordinators, Finance approval authority etc. (Roles can be vary)

### 1.2 Module Details :--

1.2.1. Customer Module : Registration form: Customer will visit iCAT home page. The system provides him 'Register'tab to get register at iCAT. Once the customer will click on 'Register'tab the system will take user to the registration page and will reflects all the fields that the customer needs to fill for successful registration. These fields are mandatory and system should provide an identification for the same (use red asterisk]. Customer has to upload the relevant documents for the company verification. Customer approval will be carried out by ICAT via physical verification of the documents provided by customer.

### 1.3 Case Registration (known as testing request)

1.3.1. We required certification and non-certification case type functionality in the system and all the cases will be catered to different labs (total labs: - 17). Case Types - Certification, Development and Conformity of Production.

### 1.4 Payment Module

1.4.1. Payment entry with respect to docket(s) and customer and GST

1.4.2. Customer will select the invoices and select the payment mode:--

a. Cheque:



- b. Online transfer (NEFT/Payment Gateway)
- c. Draft

#### 1.4.3. Payment Approval

### 1.5 Scheduling Module

1.5.1. Scheduling module will help user to schedule for the testing as per the request received from customers and will be performed by concerned labs (machine wise). Machine breakdown to be recorded by the labs.

### 1.6 Property Module

1.6.1. Prime responsibility for entering the property details against docket (Date and IDs) lies with customers. After submission of property by customer then ICAT person to verify and accept the submitted details. Movement of Property from one lab to another to be directly handled by concerned lab (For Eg. After VTL test, next scheduled department is VEL, so VTL will send property directly to VEL). Property movement is required through RFID or any other solution (with optimal cost)

### 1.7 Invoicing Module

1.7.1. Type of invoices required for event, operations, testing, consultancy, development project, utilisation, and audit: - Draft invoice, Performa invoice, Final invoices, interim invoices and internal billing. Internal billing: - All catered department will book their testing amount for the billing.

### 1.8 Test Details Module

1.8.1. Log sheet (test results data) feature should be available and it should be in downloadable form and same will be uploaded. On the basis of log sheet, test report will be generated and uploaded

1.9 **Docket Trailing Module:** In which all activities / task will be recorded. System will record all the mails sent for the dockets.

1.10 **Dashboard :-** Summary of live cases, closed cases, payment, property, testing status, scheduling, TDS details, Invoices, breakdown details, pending approval etc

1.11 **Onsite manpower requirement for development of the system and requirement gathering**

1.12 **Other functionalities :-**

1.12.1.1. Integration with third parties such as GST system, Tally, Payment gateway etc

1.12.1.2. Security feature :- Economical and best in class available feature

- 1.12.1.3. MIS: - Customer wise, docket list, model wise, engineer wise, open cases, department wise, payment wise, address wise, manufacture wise etc.
- 1.12.1.4. Backup and restore option
- 1.12.1.5. SLA : -security feature, 24\*7, cyber security, support time (will be discussed with vendor at the time of award)
- 1.12.1.6. Mobile application for IOS and Android and Multiple Browser compatibility and responsive web application.
- 1.12.1.7. Cyber security elements should be covered in the application.
- 1.12.1.8. The implementation of Application will be on cloud as per the recommendation from vendor.
- 1.12.1.9. Database migration from Oracle 10G to be carried out by vendor.
- 1.12.1.10. All Software in vendor scope – can be either open source or licensed version with minimal/ no recurring costs.
- 1.12.1.11. Pre docket opening communication should be linked with the dockets and all mail related to docket will be stored in docket and can be retrieve at any time.

## **2. DELIVERY**

- 2.1 The detail time plan for the implementation will be discussed with selected vendor at the time of start of project.
- 2.2 Source code and database will be handed over to ICAT after successful completion of project.

## **3. TRAINING & OPERATIONS SUPPORT**

- 3.1 The bidder shall provide the training at ICAT on working days (Monday through Friday) between 0830 hrs to 1700 hours only.
- 3.2 The bidder shall conduct repeat training in every six month or as required
- 3.3 The bidder will provide soft copies of all training material and course material to enable ICAT to conduct further training to its staff/users, if required at a later point.
- 3.4 The bidder will provide each participant with a copy of the training material.
- 3.5 Training should include functional training, training on the application and system administration activities.
- 3.6 The bidder shall provide a detailed training plan to ICAT, before the commencement of the training.

## 4. RESPONSIBILITIES

The Bidder shall have total responsibility for the process including all phases of design, testing and implementation, integration of systems, training for all the modules.

The Bidder is requested to take into account all information provided in the Tender Document and its Annexure. The Offer shall be suitable to the requirements listed in the complete document for the respective bidders.

The Bidder is requested to provide all specifications offered against the requirements with the detailed specifications of his proposal. If any proposed specification deviates from the Minimum Requirements, the Bidder shall fill a Performa in "Form d1".

The Bidder shall be responsible for the complete implementation of IOCS as shall be finalized with the successful bidder.

The project time should not be more than 5 months from the date of LOI/PO.

### 4.1 Complete list of deliverables

The bidders are requested to provide a complete list of deliverables.

### 4.2 Documentation

4.2.1. At the time of Go-live, the vendor is required to provide, for each module, at least a manual in English containing: all screen shot and description.

For any clarification, please contact Ms. Deepika Nehra, Deputy Manager ICAT at +91-124-4586111 or [deepika.nehra@icat.in](mailto:deepika.nehra@icat.in). All clarifications must be put in written and sent on this e-mail ID.

**International Centre for Automotive Technology (ICAT)**  
Plot No. - 26, Sector-3, HSIIDC, IMT Manesar, Gurugram-122050, Haryana, India  
Phone: +91-124-4586-111, Email: [purchase@icat.in](mailto:purchase@icat.in),  
Website [www.icat.in](http://www.icat.in)

**Financial Bid for “DESIGN, DEVELOPMENT, CUSTOMIZATION, INTERGRATION, TESTING, TRAINING, OF BESPOKE ONLINE CERTIFICATION SYSTEM ERP MODULE ON SUBSCRIPTION BASIS (LEASE)”**

**Financial Bid**

Sr. No	Item Description	Amount (INR) (Excl. GST)
1	Implementation Cost (One Time)	
2	Subscription cost (Monthly- after Go-live) for next 5 years	
3	Cloud charges with backup and restore facility plus hosting of application	
4	License Recurring cost (if any)	
	GST%	
	Total Value inclusive of GST	

**Note: You may add more rows if any other charges are applicable.**

## Annexure-D

{Format for *each* of the Declarations to be typed on bidder's letter head separately and to be submitted in the tender document}

### DECLARATION -1

(Declaration regarding Make in India)

In line with Government Public Procurement Order No. P-45021/2/2017-BE-II dt. 15.06.2017 & P-45021/2/2017-PP (BE-II) dated 28.05.2018, we hereby certify that we M/s \_\_\_\_\_(supplier name) are local supplier meeting the requirement of minimum local content (\_\_\_\_%) as defined in above orders against Tender/Enquiry No.

---

Details of location at which local value addition will be made is as follows:

---

---

(Signature of the bidder with seal/ rubber stamp)

### DECLARATION-2

(Declaration regarding compliance of Rule 144 (xi) of GFR 2017)

"I/We have read the clause regarding restrictions on procurement/sub-contracting from an entity/natural person/agent/consortium/Joint venture having beneficial ownership in countries which share land border with India. I/We certify that neither we are not from such a country nor having any beneficial ownership from such a country. If I/We from such a country or having beneficial ownership, are registered with the competent authority. I/We hereby certify that we fulfill all requirements in this regard and are eligible to be considered. [Where applicable, evidence of valid registration by the Competent Authority shall be attached.]"

Authorized Signatory

\* We also understand, false declarations will be in breach of the Code of Integrity under Rule 175(1)(i)(h) of the General Financial Rules for which a bidder or its successors can be debarred for up to two years as per Rule 151 (iii) of the General Financial Rules and would be a ground for immediate termination and further legal action in accordance with law.

**VENDOR INFORMATION FORM (VIF)**

**Bidders are requested to fill up this VIF & submit along with their bids.**

Name of the Firm	
Nature of Business (Product/Services)	
Company Category (Micro Unit/Small Unit/Medium Unit/Ancillary Unit/SSI) (Please enclose relevant self-attested photocopy of Certificates)	
Company's Legal Status (Proprietor/Limited Company/Undertaking/Joint Venture/Partnership/Others)	
Bidder Type (Indian/Foreign)	
Full Address of Registered Office with Postal Code	
Telephone Numbers(Mobile & Landline)	
Fax Numbers	
Email Address	
Contact Person	
Name of the Proprietor/Partners, Address, Mobile No.	
D.O.B.	
Registration No. for registration under Companies Act 1956. (Please enclose self-attested photocopy of Certificates)	
Company Establishment Year	

PAN	
GST	
Bidder Bank A/C No.(Attach Bankers certificate of account maintenance for last two years)	
Name of the Bank	
Bank Address	
Branch Code	
IFSC Code	