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GOVERNMENT OF TRIPURA
DIRECTORATE OF INFORMATION TECHNOLOGY
IT Bhavan, ITI Road, Indranagar, Agartala – 799 006

F.No.16(23)/DIT/IT/2023/

Dated, ___October, 2024

C O R R I G E N D U M

This refers to the RFP F.No.16(23)/DIT/IT/2023/ published through <https://dit.tripura.gov.in> and <https://tripura.gov.in> on 18/10/2024 to NeGD empaneled consulting organizations for hiring Consultants for IFMS-Tripura.

In reference to the pre-bid meeting held on 28th October, 2024 and the pre-bid queries received from prospective bidders, some clauses have been modified based on the suggestions/ clarifications sought by the prospective bidders. The Corrigendum is given at **Annexure-I** and clarifications/replies of various queries are given at **Annexure-II**.

Rest of the terms and condition of the RFP will remain same.

(Jeya Ragul Geshan B, IFS)
Director, IT
Govt. of Tripura

Annexure - I

Corrigendum to the clauses of the RFP F.No.16(23)/DIT/IT/2023/ dated 18/10/2024 for IFMS-Tripura			
Sl. No.	RFP Page No. / Clause Ref.	Existing Clause	Revised Clause
1	Page No. 3/ Section 1: Snapshot of RFP	Last date and time of submission of proposals: 8th November 2024, 12:00 Noon	Last date and time of submission of proposals: 15th November 2024, 12:00 Noon
2	Page No. 3/ Section 1: Snapshot of RFP	Date and time of opening of bids: 8 th November, 2024, 12:30 PM	Date and time of opening of bids: 15th November, 2024, 12:30 PM
3	Page No. 4/ Qualification Criteria (Stage 1): Technical Capability	Experience of engagement on similar Project(s) having a contract value of minimum 1.0 crore INR, in at least one of the last three financial years (FY 2021-22, 2022-23, 2023-24). Work order/ contract and completion/ phase completion certificate are to be submitted.	Experience of engagement on similar Project(s) having a contract value of minimum 1.0 crore INR, in at least one of the last three financial years (FY 2021-22, 2022-23, 2023-24). Work order/ contract and completion/ phase completion certificate/ proof of payment received certificate by CA for the relevant project are to be submitted.
4	Page No. 6/ 1.5 Procedure for Submission of Bids	b) The envelope containing the proof of tender fee and EMD shall be marked as "Tender Fee and EMD". The envelope containing the qualification criteria and technical proposal shall be marked as "Technical Proposal". Both the envelopes shall be put in a single sealed envelope marked as "Response to the RFP for "Hiring of Consultants for IFMS-Tripura. RFP Ref No. F.No.16(23)/DIT/IT/2023/ dated 18/10/2024." The envelope shall also be marked with the wordings "DO NOT OPEN BEFORE 08/11/2024, 12 NOON".	b) The envelope containing the proof of tender fee and EMD shall be marked as "Tender Fee and EMD". The envelope containing the qualification criteria and technical proposal shall be marked as "Technical Proposal". Both the envelopes shall be put in a single sealed envelope marked as "Response to the RFP for "Hiring of Consultants for IFMS-Tripura. RFP Ref No. F.No.16(23)/DIT/IT/2023/ dated 18/10/2024." The envelope shall also be marked with the wordings "DO NOT OPEN BEFORE 15/11/2024, 12:30 PM ".
5	Page No. 7/ 1.8 Penalty Terms	b) Any uninformed and unapproved (by DIT) change in resource(s) will incur penalty of 5% of total contract value per change.	b) Any uninformed and unapproved (by DIT/ Department) change in resource(s) will incur penalty of 3% of total contract value per change.

6. **RFP Page No. / Clause No.:** Page No. 11/ Deliverables and Timelines

Existing Clause:

Sl. No	Phase	Deliverable	Timeline	SLA	Payment Terms
1	Inception	Inception Report	T+2	Penalty of 0.5% of total contract value per week of delay	On submission and approval of all deliverables after deductions, if any
2	Conceptualization	As-Is, Gap analysis and Best Practice Study Report			
3	Architecture & DPR	To-Be Report			
		Functional Requirements Specification Report			
		Detailed Project Report			
4	RFP for SI	Request for Proposal for selection of System Integrator	T+3	Penalty of 0.5% of total contract value per week of delay	On submission and approval of the draft RFP after deductions, if any
5	Onboarding of SI and Handholding Support	Bid evaluation and contract agreement between the SI and Department	T+6	NA	On successful completion of the period as per terms & conditions mentioned in this document
		Handholding of SI for To-Be process, FRS and DPR.			

Revised Clause:

Sl. No	Phase	Deliverable	Timeline	SLA	Payment Terms
1	Inception	Inception Report	T+2	Penalty of 0.5% of total contract value per week of delay	On submission of all deliverables and invoice for 2 months and after deductions, if any
2	Conceptualization	As-Is, Gap analysis and Best Practice Study Report			
3	Architecture & DPR	To-Be Report			
		Functional Requirements Specification Report			
		Detailed Project Report			

4	RFP for SI	Request for Proposal for selection of System Integrator	T+3	Penalty of 0.5% of total contract value per week of delay	On submission of the deliverable and invoice for 1 month (3rd month) and after deductions, if any
5	Onboarding of SI and Handholding Support	Bid evaluation and contract agreement between the SI and Department	T+6	NA	On successful completion of the period as per terms & conditions mentioned in this document and submission of invoice for 3 months (4th to 6th months) and after deductions, if any
Handholding of SI for To-Be process, FRS and DPR.					

Annexure-II

Response of DIT to the queries/ clarifications sought on the RFP F.No.16(23)/DIT/IT/2023/ dated 18/10/2024 for IFMS-Tripura				
Sl. No.	RFP Page No. / Clause Ref.	Clause Details	Query/ Clarification/ Suggestion	Response of DIT
1	Page No. 3/ Section 1: Snapshot of RFP	Last date and time of submission of proposals: 8th November 2024, 12:00 Noon	We would request to consider an extension of the proposal submission due date, given the internal compliances and upcoming holidays. Request to kindly provide at least 14 days from response to pre bid queries so that bidders can submit a quality bid. Proposed Last Date of submission: 19th Nov 2024	Refer to the corrigendum
2	Page No. 4/ Qualification Criteria (Stage 1): Financial Capability	A minimum annual turnover of Rs. 5.0 Crores in each of the last 3 financial years (FY 2021-22, 2022-23, 2023-24) from IT related projects. CA certificate is to be submitted.	We understand that this RFP is for NeGD empanelled vendors. As vendors have already been evaluated at the time of empanelment, request you to remove the turnover requirement	No change
3	Page No. 4/ Qualification Criteria (Stage 1): Technical Capability	Experience of engagement on similar Project(s) having a contract value of minimum 1.0 crore INR, in at least one of the last three financial years (FY 2021-22, 2022-23, 2023-24). Work order/ contract and completion/ phase completion certificate are to be submitted.	Request you to consider self-certificate of completion by Authorized signatory of the firm and/or invoices.	Refer to the corrigendum
4	Page No. 3/ Section 1: Snapshot of RFP. Page No. 5/ Tender Fee and Bid Security (EMD)	Tender Fee and Bid Security (EMD)	As the RFP is being issued to NeGD empanelled consultants, we would request you to waive off the requirement of submission of Tender Fee/ EMD payable in the form of demand draft payable in Agartala.	No change
5	Page No. 11/ Duration	Total duration of the assignment - 6 months	Given the vast scope, we request you to increase the overall project timelines to	No change

			12 months with the milestones as following. - Conceptualization, Architecture & DPR - T+4 months - RFP for SI - T+8 months - Onboarding of SI and Handholding Support- T+12 months	
6	Page No. 6/ 1.5 Procedure for Submission of Bids	a) The bids shall be submitted physically/by post to the authority and at the venue mentioned below.	As there are chances of delay of delivery over courier services, due to festive season. Requesting to accept the submission of documents over email along with courier reference numbers.	No change
7	Page No. 7/ Penalty Terms	a) A penalty of 0.5% of total contract value per week of delay in non-deployment of resource will be levied on a pro-rata basis subject to maximum limit of 10% of the total contract value. b) Any uninformed and unapproved (by DIT) change in resource(s) will incur penalty of 5% of total contract value per change. c) Penalties are linked to the deliverables. Penalties will be imposed for delay in deliverables as per the section "Deliverables & Timelines.	We would request to ease the penalties mentioned for the delay in resource deployment. The given penalty terms are too stringent	Refer to the corrigendum
8	Page No. 7/ Penalty Terms	b) Any uninformed and unapproved (by DIT) change in resource(s) will incur penalty of 5% of total contract value per change.	Given the industry attrition and limited availability of resources, at times there may be a need to change resources due to unavoidable reasons, we request you to reduce the penalty to 1% of the total contract value per change.	Refer to the corrigendum
9	Page No. 10/ 4. Implementation	Project Costing - The consultant team	The proposed resources (#3) would need support	No change

	Strategy	should estimate the approximate size of the user base and the various profile types that will be required thereby providing a good estimate of the basic software profile, the licensing requirements, service costs, and annual maintenance and support fees, the hardware costs, training, and time required.	from SME (Subject Matter Experts) for this estimation of licensing requirements, service costs and hardware costs, which has been kept beyond the scope of current resourcing requirements. We would request you to kindly provide requirement of additional manpower for the same.	
10	Page No. 11/ Deliverables & Timelines	Payment Terms	Request you to specify the payment % for each milestone.	Payment shall be made to the selected firm as per the payment terms table on submission of invoice on the no. of resources actually deployed after applicable deductions, if any. E.g., for the 1st milestone at completion of 2 months, the invoice amount shall be the 2 months cost of resources actually deployed as per NeGD empanelment rates.
11	Page No. 11/ Deliverables & Timelines: 5. Onboarding of SI and Handholding Support	<ul style="list-style-type: none"> • Bid evaluation and contract agreement between the SI and Department • Handholding of SI for To-Be process, FRS and DPR. <p>Payment Terms Payment shall be made to the selected firm as per above table basis on submission of invoice on the no. of resources actually deployed.</p>	<p>We assume payments are only linked to deployment of resources as per clause “Payment shall be made to the selected firm as per above table basis on submission of invoice on the no. of resources actually deployed.”</p> <p>Kindly confirm.</p>	Payments are linked to deployment of resources as well as completion of milestone i.e. submission of deliverables per the RFP document.
12	Page No. 11/	“Payment shall be	Under this clause, the	Payments are

	Payment Terms	made to the selected firm as per above table basis on submission of invoice on the no. of resources actually deployed.”	<p>Selected bidder would be penalized if there is any delay on account of finalization of RFP from department OR selection of vendor by department.</p> <p>We request payments to be made only as per deployment of resources.</p> <p>Please Refer NeGD Empanelment Objective in RFE – page 7 “This RFE provides for the routes of engagement as per the finalized rates on time and material basis.”</p>	<p>linked to deployment of resources as well as completion of milestone i.e. submission of deliverables per the RFP document.</p> <p>However, delay from Department end will not attract any penalty. But delay in submission of deliverable/ completion milestone will impose penalty as per the terms & conditions mentioned in the RFP.</p>
13	Page No. 11/ Deliverables and Timelines	Deliverables and Timelines	<p>Proposed deliverables</p> <p>D1 Inception Report T + 1 Month</p> <p>D2 AS-IS Assessment Report T +3 months</p> <p>D3 To-Be Report including FRS (Functional Requirement Specifications) (Draft Report) T+6 months</p> <p>D4 To-Be Report including FRS (Functional Requirement Specifications) (Draft Report) T+9 months</p> <p>D5 RFP for SI - T +10 months</p> <p>D6 Bid Evaluation and Onboarding of SI T + 12 months</p>	No change
14	Page No. 11/ Payment Terms	Payment shall be made to the selected firm on submission of invoice on the no. of resources actually deployed.	<p>Seeking for more clarity on the payment structure as financials are man-month based, while deliverables have timelines , SLAs and associated payment milestones.</p> <p>Hence, the payment milestone may be a combination of time-based resources for three resources deployed onsite and deliverable based for 5-</p>	<p>Payments are linked to deployment of resources as well as completion of milestone i.e. submission of deliverables per the RFP document.</p> <p>The firm may deploy additional resources at</p>

			6 resources deployed in an onsite-offshore model with defined deliverables responsibility.	offshore for complying to the timeline without any extra cost to the Department.
15	Page No. 11/ Duration	Total duration of the assignment: 06 months	Considering the detailed terms of reference and deliverables, it is requested to extend the project duration. We would request to increase the overall project duration to 12 months.	No change
16	Page No. 11 & 12/ Resource Requirement	Project Manager - 01, Change Management & GPR Expert in Finance- 01, IT Infrastructure Expert - 01.	Given the vast scope of the project and the timelines, we request you to add 1 Senior Consultant (IT Application Expert) and 1 Consultant (Business Analyst - IFMIS) to the resource requirements.	No change
17	Page 11 & 12/ Resource Requirement	Resource Role as per the Empanelment 1. Project Manager (PM) – Project Manager 2. Consultant (C) – Change Management and GPR expert in Finance 3. Senior Consultant (SC) – IT Infrastructure Expert	We perceive implementation of the terms of reference would require functional resources having knowledge in specific modules to support the project manager for AS-IS assessment and drafting the FRS in various functional areas (like Budget module, Revenue Management, Treasury, Accounting, Disbursements, Pensions etc). The work envisaged would also need Procurement Expert and a IT Solution Architect which is not mentioned in the resource requirements	No change
18	General	Limitation of Liability	It is requested to limit consultant's overall liability to the total contract value and that the selected bidder will not be liable for any indirect and consequential losses or damages. This is as per GFR and the guidelines issued by MeitY.	Limitation of Liability shall be as per the notification of empanelment vide F.N. N-22018/33/2022-NeGD dated 17th May 2024 by NeGD
19	General		We request to add following standard clauses: 1. INDEMNITY	No change

			<p>DIT shall indemnify and hold harmless the Consulting Organization for any losses incurred or damages suffered due to:</p> <ul style="list-style-type: none"> i. Third party claims ii. Any fraud, misrepresentation, or omission of facts by the Client/Purchaser or its personnel <p>2. TERMINATION If a party is in breach of a material term of this Agreement, and despite written notice from the other party fails to remedy such breach within 30 days or such other period as may be agreed between the parties, then the other party shall be entitled to terminate this Agreement forthwith. Additionally, the Consulting organization will have the right to terminate this Agreement if its fees are not paid within the contractually agreed period by providing a prior written notice of 30 days. Termination of this Agreement shall not prejudice or affect the accrued rights or claims or liabilities of either party. If the event of termination of the Agreement, Consulting Organization shall be paid by the Client/Purchaser for the services performed under the Agreement, up to the last day of the notice for termination of the Agreement including work in progress and substantiated demobilization costs</p> <p>3. CONFIDENTIALITY Except with the prior written consent of the other party which shall not be unreasonably withheld, the parties shall not disclose</p>	
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			<p>nor cause or permit their employees, agents and consultants to disclose to third parties any confidential information relating to the Services, provided always that the parties may disclose such confidential information if required by applicable law or regulation, but only that portion of information which, to the extent permitted by the relevant law or regulatory requirement, is legally required to be furnished. The obligations set forth herein shall expire two (2) years after the termination of the Agreement.</p> <p>4. RETENTION RIGHTS The Consulting Organization shall be permitted to retain copies of such Confidential Information as it is required to retain for legal or professional regulatory purposes. The consulting organization confidentiality obligations shall continue throughout the time, such Confidential Information is retained notwithstanding the termination of the Agreement.</p>	
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