

EOI No.:_____



Food Safety and Standards Authority of India



For

Expression of Interest (EOI)

For

Empanelment of Agency for providing IT resource and
Application Development Services

For

Food Safety and Standards Authority of India

DISCLAIMER

THIS REQUEST FOR PROPOSAL IS NOT AN OFFER BY THE FSSAI, BUT AN INVITATION TO RECEIVE RESPONSE FROM ELIGIBLE INTERESTED BIDDERS FOR SELECTION OF EMPANELLED AGENCY. NO CONTRACTUAL OBLIGATION WHATSOEVER SHALL ARISE FROM THE RFP PROCESS UNLESS AND UNTIL A FORMAL CONTRACT IS SIGNED AND EXECUTED BY THE FSSAI WITH THE BIDDER. THIS DOCUMENT SHOULD BE READ IN ITS ENTIRETY.

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About FSSAI

1.1 The Food Safety and Standards Authority of India (FSSAI), headquartered at Delhi, has been established under Food Safety and Standards Act, 2006 which consolidates various Acts & Orders that have hitherto handled food related issues in various Ministries and Departments. The FSSAI has been created for laying down science based standards for articles of food and to regulate their manufacturing, storage, distribution, sale and import to ensure the availability of safe and wholesome food for human consumption.

1.2 FSSAI has been mandated by the FSS Act, 2006 to perform following functions:

- Framing of Regulations to lay down the Standards and guidelines in relation to articles of food and specifying appropriate system of enforcing various standards thus notified.
- Laying down mechanisms and guidelines for accreditation of certification bodies engaged in certification of food safety management system for food businesses.
- Laying down procedure and guidelines for accreditation of laboratories and notification of the accredited laboratories.
- To provide scientific advice and technical support to Central Government and State Governments in the matters of framing the policy and rules in areas which have a direct or indirect bearing of food safety and nutrition.
- Collect and collate data regarding food consumption, incidence and prevalence of biological risk, contaminants in food, residues of various, contaminants in foods products, identification of emerging risks and introduction of rapid alert system.
- Creating an information network across the country so that the public, consumers, Panchayats etc receive rapid, reliable and objective information about food safety and issues of concern.
- Provide training programmes for persons who are involved or intend to get involved in food businesses.
- Contribute to the development of international technical standards for food, sanitary and phyto-sanitary standards.
- Promote general awareness about food safety and food standards.

2. Purpose of the EOI

This EOI is for the empanelment of agencies for

- (A) Providing technical resources for application development activities.
- (B) Providing fixed cost development services

Agencies having proven expertise in Development of software applications on latest technologies like J2EE, .Net etc. This also includes development of mobile applications can participate in this empanelment process.

The technical resources or development services will be required to develop application primarily on J2EE with Spring and Hibernate framework. As some applications currently in use are developed in ASP.Net hence resources may be required for ASP.NET. In addition support and development of mobile applications for Andriod and iOS will also be needed.

The scope of work broadly includes:

- 2.1 Providing Technical resources for J2EE, ASP.Net and mobile platforms. In this scenario the agency will be required to provide technical resources as per the skill set defined below. The Technical resource will have to be part of FSSAI development team and work from the location specified. The location will be primarily FSSAI HQ at New Delhi. The Technical resource will be required to be deployed for a defined period.
- 2.2 The agency is required to provide CV/resume of the resource as per the defined skill set. The technical resource will be selected on basis of CV/resume and technical interview. The agency shall provide alternative resource, if the proposed technical resource is not found to be competent.
- 2.3 Once a resource is selected and is found not up-to mark, the agency may be requested to provide an alternative resource within a period of 15 days. In case no alternative resource is provided payment for the resource deployed will not be made beyond 15 days period.
- 2.4 The normal working hours will be guided by the working hours of FSSAI. The resource can avail leave for 2 days a month and beyond that payment will be not made for the leave days.
- 2.5 Provide development services for J2EE, ASP.Net and mobile platforms.

(i) For development services the agency will be provided detailed design/ requirements of the module/component/application to be developed. The empanelled agencies will be required to provide their assessment and cost for the same. Agency providing best solution at best cost will be selected within the empanelled agency to perform the job.

(ii) The selected agency will be required to provide progress updates and source code at Regular intervals. The module developed needs to undergo author level testing. The defects found by FSSAI during acceptance test needs to be fixed by the agency within defined time frame.

2.6. Indicative Deliverables

2.6.1 The technical resources need to provide a work done report at end of each month. The report needs to be provided to the person whom the resource is reporting.

2.6.2 In case of Development services the agency is required to provide developed source code in regular intervals and as final deliverables.

2.6.3 Creation of manuals and documents defined in the deliverables.

3. Eligibility Criteria / Pre-Qualification Criteria

3.1 Experience: The agencies must have experience in relevant field as defined in scope of work. {As mentioned in section 2(b)}

3.2 Annual Turnover: An agency must have annual turnover of a minimum of Rs. 1 crore in two of last three financial years (2013-14, 2014-15 & 2015-16). The turnover is to be supported by financial statement of accounts duly certified by the Chartered Accountant and ITRs. Startup companies with minimum turn over of Rs 1 crore in their last one year of operations will be eligible. Audited/unaudited balance sheet for their period of operations shall be provided.

The agency shall have positive net worth in last financial year.

3.3 Earnest Money: A Demand Draft / Banker Cheque of Rs.10,000/- (Rupees Ten Thousand only) drawn in favour of Sr. Accounts Officer, FSSAI payable at Delhi as Earnest Money Deposit (EMD) to be submitted in a separate envelope.

4. Important Dates

Sr. No.	Event	Schedule Date
1	Release of EOI	09.10.2017
2	Due date for Submission of Responses to EOI	06.11.2017 till 3:00 PM
3	Opening of the Bids Date for presentations will be communicated to the successful bidders	06.11.2017

5. Bid Document and its submission

5.1 The EOI is being invited in the form of Technical Bid superscribed as [“Technical Bid for empanelment of Empanelment of Agency for providing IT resource and Application development services”].

Technical Evaluation of only such bidders shall be taken up which fulfill the basic eligibility criteria.

Technical Bid must include a general background of the respondent agency, with information on the contact person for matters relating to this EOI. This part must include a letter indicating the interest of the agency in providing the services as they relate to the EOI. The letter must be on the respondent agency letterhead, signed by an official who is authorized to respond to the EOI on behalf of the agency.

This part must also include a clear and concise summary of the respondent’s qualifications and experience as they relate to the EOI. Information should include the following: core business and years in business; qualifications and experience of key personnel; description of similar work with client contact information in the formats given in **Annex**.

5.2 The Bid document submitted by the bidder must be accompanied by the following document in a separate sealed envelope:

(i) Earnest Money Deposit (EMD): EMD of Rs.10,000/- (Rupees Ten Thousand only) in the form of DD/Banker Cheque drawn in favour of Sr. Accounts Officer, FSSAI payable at Delhi.

5.3 Copies of Response:

Respondents must submit two (2) hard copies of their response to this EOI to the designated point of contact by the date and time specified in this EOI.

In addition the response to EOI is also requested to be submitted online at the link provided against this EOI.

5.4 Validity of Bid:

The bids submitted by the bidders should be valid for three months from the date of submission.

5.5 Response Date:

Responses to this EOI are due on the date specified in the table above before 15:00 hours. The Envelopes of EMD and Technical Bid should be kept in a bigger envelop superscribed as "EOI for empanelment of Empanelment of Agency for providing IT resource and Application development services" and must be submitted to the designated point of contact as mentioned below i.e. CITO, FSSAI, Room No. 417, 4th Floor, FDA Bhawan, Kotla Road, New Delhi-110002.

6. Opening and Evaluation of Bids:

6.1 The Bids will be opened on 6th November, 2017 at 16:00 hrs. in the presence of bidders who choose to remain present on the production of authorization letter.

6.2 Evaluation Criteria:

Technical Bid

The technical bids will be analyzed based on the eligibility criteria. Thereafter, the qualified bidders in pre-qualification criteria will be called for making a presentation. The presentation and weightage shall be as follows:

Sr. No.	Items	Maximum Marks
1.	Experience of the agency in area of technology as specified above. References of past project in eGovernance space for providing manpower/application development in similar area of expertise. References of the Project to be specified.	40
2.	Past experience of working with Government/Government agencies	10
3.	Qualification and Experience of the key personnel to be deployed for the proposed work of FSSAI	20
4.	Quality and technical capability of agency, including any certification like ISO, CMMi etc.	10
5.	Presentation by the agency	20
Total		100

Bidders, scoring 60 marks and above will be declared technically qualified for empanelment.

7. Empanelment of the Agencies

7.1 FSSAI shall empanel only those agencies who will qualify in the Technical Bid. The size of Panel will be decided by FSSAI.

7.2 EMD submitted at the time of submission of the bid will be returned after the preparation of Panel.

7.3 The successful bidders will have to enter into an agreement with FSSAI comprising of the clauses as per parameters mentioned in this EOI. Suitable and mandatory changes will also be added in the agreement for smooth execution of the contract.

8. Award of Work:

FSSAI as required will provide its requirements to the empanelled agencies. Agencies are expected to bid on the requirement and based on technical and financial evaluation parameter (as defined in requirement document) one or more of empanelled agency may be selected.

9. EOI Cancellation:

FSSAI reserves the right to withdraw this EOI at any stage if FSSAI determines that such action is in the best interest of the FSSAI.

10. Designated Point of Contact

FSSAI's official single point of contact for this EOI and the delivery point for responses and correspondence is:

Chief Information and Technology Officer (CITO)
Food Safety and Standards Authority of India
Room No. 417, FDA Bhawan, Kotla Road, New Delhi-110002
Telephone No.- 011 23236975



11. Annex - Response Format for the Technical Bid

Form I - General Information of the Respondent

I. General Information			
Particulars		Details to be Furnished	
Details of the Respondent			
Name			
Address			
Incorporation of company Date: ROC Ref:			
Commencement of business Date: ROC Ref:			
Status (Public Ltd., Pvt. Ltd/ NGO, etc.)			
Telephone including Mobile no.		Fax	
E-mail		Website	
Details of the Contact Person			
Name			
Designation			
Address			
Telephone including mobile no.		Email	

Form II - Financial Details of the Respondent

II. Financial Details	
Turnover for Financial Years 2013-14, 2014-15 & 2015-16 and Net Worth as on 31st March, 2016 as evidenced by audited financial statements	
Turnover: 2013-14 2014-15 2015-16	
Net Worth as on 31.03.2016	

Form III- Relevant Experience

III. Relevant work experience (in the last 3 years) at least three projects in similar technology. Successful completion of work may also be attached

S. No.	Item	Details to be furnished
General Information		
1.	Title of the Work with description	
2.	Client for which the work was executed	
3.	Name and contact details of the client	
4.	Type of contract	
5.	Total cost of the work	
6.	Period of execution (Specify in terms of date/year)	

Form IV- Summary of the Respondent's Qualifications and Experience

This part must also include a clear and concise summary of the respondent's qualifications and experience as they relate to the EOI. Information should include the following: core business and years in business; qualifications and experience of key personnel.

Form V- Details of the Proposed Resource Persons

Total number of Technical Resources in the Organization:

Sr. No.	Resource Name	Role/Skillset	Educational Qualification	Experience
1.				
2.				
3.				

Authorized Signatory

Seal of Company

Date:
Place:

12. DISCLAIMER

1. The information submitted in response to this EOI may be subject to public release (as per RTI norms). Therefore, do not include proprietary or confidential business information in your response. Vendors responding to this notice assume the risk of public disclosure if confidential information is included.
2. This notice is not to be construed as a commitment by the FSSAI to contract for services. Please be advised that the FSSAI will not pay for any information provided as a result of this notice and will not recognize or reimburse any cost associated with any EOI submission.

