



REQUEST FOR QUOTATION FOR SUPPLY, INSTALLATION AND SUPPORT OF TALLY LICENSES

RFQ Reference Number: NPCI/RFQ/2014-15/IT/0002 Dated 09/05/2014

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This RFQ document is not an agreement and is not an offer or invitation by NPCI to any party other than the applicants who are qualified to submit the bids ("Bidders"). The purpose of this RFQ document is to provide Bidder with information to assist the formulation of their proposals. This RFQ document does not claim to contain all the information each Bidder may require. Each Bidder should conduct its own investigations and analysis and should check the accuracy, reliability and completeness of the information in this RFQ document and where necessary obtain independent advice. NPCI makes no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of this RFQ document. NPCI may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this RFQ document.

Important Detail about RFQ

Note: Bids will be opened in the presence of the Bidders' representatives who choose to attend Bid opening meeting.

Checklist

The following items must be checked before the Bid is submitted:

1. Both the technical and commercial Bids prepared in accordance of RFQ document.
2. Envelope 'A' Eligibility Criteria Response.
3. Envelop 'B' - Technical Bid
4. Envelope 'C' - Commercial bid.
5. All the pages of Eligibility Criteria Response, Technical Bid and Commercial Bid duly sealed and signed by the signatory.
6. All relevant certifications, audit reports, to be enclosed to support claims made in the Bid must be in relevant Envelopes.
7. All the pages and documents submitted as part of Bid must be duly sealed and signed by the signatory.
8. Prices to be quoted in Indian Rupees (INR).

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Section 1 - Bid Schedule and Address

S.No.	Description	
1	Name of Project	Request for Quotation for Supply, Installation and Support of Tally Licenses
2	Tender Reference Number	NPCI/RFQ/2014-15/IT/0002
3	Date of upload of Bidding Document on NPCI website	09/05/2014
4	Last date and time of receiving Bidders' Pre-Bid clarifications in writing	21/05/2014
5	Date of Pre bid meeting	Not applicable
6	Last date and time for Submission Bids	29/05/2014 at 3.00 pm
7	Date and Time of Eligibility and Technical Bid Opening	29/05/2014 at 3.30 pm
8	Place of Bid Submission and opening of Bids	National Payments Corporation of India, 8th Floor, R Tech Park, off Western Express Highway, Nirlon Complex, Near HUB mall , Goregaon-East, Mumbai - 400063 E-mail: itprocurement@npci.org.in
9	Date and Time of Commercial Bid Opening	Qualified bidders will be informed
10	Name and Address for communication	Head - IT Procurement National Payments Corporation of India 8th Floor, R Tech Park, Off Western Express Highway, Nirlon Complex, Near HUB mall , Goregaon-East, Mumbai - 400063 E-mail: itprocurement@npci.org.in
11	Bid Related Queries	Mr. Sandeep Sood Email id: sandeep.sood@npci.org.in Contact No:+91 81081886543 Mr. Sameer Singh Email id: Sameer.singh@npci.org.in Mr. Prashant Awale Email id: prashant.awale@npci.org.in Contact No:+91 8108108650 Mr. Benny Joseph Email id: Benny.joseph@npci.org.in Contact : 8108122844
12	Bid Cost	Nil
13	EMD	Nil

Note:

1. Bids will be opened in the presence of the bidders' representatives who choose to attend the bid opening meeting.
2. Commercial opening will be informed to the Eligible & Technically qualified Bidders.

Section 2 - Introduction

2.1 About NPCI:

National Payments Corporation of India (NPCI) is a Company registered under Section 25 of the Companies Act, 1956 with its Registered Office in Mumbai, India. NPCI is promoted by 10 banks in India under the aegis of the Indian Banks Association with majority shareholding by Public Sector Banks.

The 10 promoter banks are State Bank of India, Punjab National Bank, Canara Bank, Bank of Baroda, Bank of India, Union Bank of India, ICICI Bank Ltd, HDFC Bank Ltd, Citibank, and HSBC. The vision, mission and objectives of NPCI are to operate for the benefit of all the member banks and the common man at large.

2.2 Objective of this RFQ:

National Payments Corporation of India proposes to have a centralized environment for Tally software. The proposed server would be hosted at NPCI's datacenter.

2.3 Scope of Work:

The scope of the work extends to Supply of Tally licenses and Implementation of Tally Software.

1. Installation of Tally server.9 license along with Tally ERP.9 license software.
2. Migration of existing Tally ERP from old server to new server and verification of data and user access after migration.
3. Installation of Tally 9 ERP in our Data Centre & connect it with different office locations via WAN (i.e. to install central Tally ERP server with server 9 license at Data Centre which can be accessed by multiple Tally client installed at office locations with different network subnet - Data Centre & Office locations are connected through our corporate WAN).
4. Educating & training to users for new features of Tally server 9.

2.4 Cost of the RFQ:

The Bidder shall bear all costs associated with the preparation and submission of its bid and NPCI will, in no case, be held responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

2.5 Due Diligence

The Bidders are expected to examine all instructions, terms and specifications stated in this RFQ. The Bid shall be deemed to have been submitted after careful study and examination of this RFQ document. Failure to furnish all information or submission of a bid not responsive to this RFQ will be at the Bidders' risk and may result in rejection of the bid. NPCI is not bound to disclose the grounds for rejection of Bid. The decision of the NPCI regarding the final declaration of the successful Bidder shall be final.

The Bidder is requested to carefully examine the RFQ documents and the terms and conditions specified therein, and if there appears to be any ambiguity, contradictions, inconsistency, gap and/or discrepancy in the RFQ document, Bidder should seek necessary clarifications through Pre-Bid queries.

Section 3 - Eligibility Criteria

3.1 Pre-requisite:

The Bidder should possess the requisite experience, resources and capabilities in providing the services necessary to meet the requirements, as described in the tender document. The Bidder should also possess the technical know-how and the financial wherewithal that would be required to complete the scope of work. The bid must be complete in all respects and should cover the entire scope of work as stipulated in the document. Bidders not meeting the Eligibility Criteria will not be considered for further evaluation.

3.2 Eligibility Criteria:

The invitation to bid is open to all Bidders who qualify the Eligibility Criteria as given below. Failure to provide the desired information and documents may lead to disqualification of the Bidder.

3.2.1 The Bidder should be either sole proprietor, partnership or a Company registered under the Companies Act, 1956 filed return under Income Tax Act 1961 for the last 3 years.

3.2.2 The Bidder should have minimum annual turnover of Rs.30 lacs during the last three financial years 2010-11, 2011-12, and 2012-13 or calendar year 2010, 2011, 2012 or the Bidder's financial year.

3.2.3 The Bidder should be a profit (profit after tax) making Company in the last Financial Year i.e. 2012-2013 (or calendar year 2012 of bidders financial year)

3.2.4 The Bidder should not be currently blacklisted by any bank / institution in India or abroad. The bidder should provide declaration to this effect (Annexure- 4) on their company's letterhead.

3.2.5 The bidder should be authorized business and support partner for Tally.

3.2.6 The Bidder should provide reference of 2 clients who have procured similar software from them during the last 2 years as on the date of submission of Bid.

Section 4 - Instruction to Bidders

A. The Bidding Document

4.1 RFQ:

1. RFQ shall mean Request for Quotation
2. Bid, Tender and RFQ are used to mean the same.

4.2 Content of Bidding Document:

- 4.2.1** The Bid shall be in 3 separate envelopes, Envelope A, B and C. The contents of the Envelopes are mentioned in clause 4.8.

B Preparation of Bid

4.3 Bid Price:

- 4.3.1** Prices should include all cost including all taxes, duties levies, VAT/Sales Tax and fees whatsoever, except Octroi. Octroi will be paid additionally, at actual on production of original receipt.

4.4 Period of Validity of Bids:

Bids shall remain valid for a period of 180 days after the date of bid opening as mentioned in Section 1 or as may be extended from time to time. NPCI holds the right to reject a bid valid for a period shorter than 180 days as non-responsive, without any correspondence.

4.5 Format of Bid:

- 4.5.1** The Bidders shall prepare one hard copy (marked as 'ORIGINAL') of the Bid and one soft copy of the Technical Bid marking it as "Technical Bid-Soft Copy".

- 4.5.2** In case of any discrepancy between them, the original shall govern.

4.6 Signing of Bid:

- 4.6.1** The Bid shall be signed by a person or persons duly authorized to sign on behalf of the Bidder.

C Submission of Bid

4.7 3-Envelope Bidding process:

- 4.7.1** The Bid shall be prepared in 3 different envelopes, Envelope A, Envelope B and Envelope C.

- 4.7.2** Each of the 3 Envelopes shall then be sealed and put into an outer envelope marked as '***Request for Quotation (RFQ) for Supply, Installation and Support of Tally Licenses***'

- 4.7.3** The inner and outer envelopes shall

1. be addressed to NPCI at the address mentioned in Section 1
2. The inner envelopes shall indicate the name and address of the Bidder.
3. If the outer envelope is not sealed and marked as indicated, NPCI will assume no responsibility for the bid's misplacement or premature opening.

4.8 Contents of the 3 Envelopes:

4.8.1 Envelope 'A' Eligibility Criteria. The following documents shall be inserted inside Envelope A:

1. Manufacturer's Authorization form - Annexure 1
2. Bidder's Information - Annexure 2
3. Eligibility Criteria Matrix - Annexure 3
4. Declaration Clean Track Record-Annexure 4
5. RFQ document duly signed by the authorized signatory
6. Customer references

4.8.2 Envelope 'B'

1. Technical Compliance Sheet - Annexure 5
2. Un-priced Commercial Bid(Masked)

4.8.3 Envelope 'C' Commercial Bid:

1. Price Format - Annexure 6
2. Commercial Proposal - Annexure 7

4.9 Bid Submission:

4.9.1 Bids sealed in accordance with the Instructions to Bidders should be delivered at the address as mentioned in the Section 1.

4.9.2 The offers should be made strictly as per the formats enclosed.

4.10 Bid Currency:

All prices shall be expressed in Indian Rupees only.

4.11 Bid Language:

The bid shall be in English Language.

4.12 Deadline for Submission:

The last date of submission of bids is given in Section 1, unless amended by NPCI through its website.

4.13 Extension of Deadline for submission of Bid:

NPCI may, at its discretion, extend this deadline for submission of bids by amending the Bidding Documents which will be intimated through NPCI website, in which case all rights and obligations of NPCI and Bidders will thereafter be subject to the deadline as extended.

4.14 Late Bid:

Bids received after the scheduled time will not be accepted by NPCI under any circumstances. NPCI will not be responsible for any delay due to postal service or any other means.

4.15 Modifications and Withdrawal of Bids:

4.15.1 Bids once submitted will be treated, as final and no further correspondence will be entertained on this.

4.15.2 No bid will be modified after the deadline for submission of bids

4.16 Right to Reject, Accept/Cancel the bid:

4.16.1 NPCI reserves the right to accept or reject, in full or in part, any or all the offers without assigning any reason whatsoever.

4.16.2 NPCI does not bind itself to accept the lowest or any tender and reserves the right to reject all or any bid or cancel the Tender without assigning any reason whatsoever. NPCI also has the right to re-issue the Tender without the Vendors having the right to object to such re-issue

4.17 RFQ Abandonment:

NPCI may at its discretion abandon the process for the selection of vendor for Tally Licenses, implementation and Support at any time before notification of award.

4.18 Bid Evaluation Process:

4.18.1 The Bid Evaluation will be carried out in 2 stages.

4.19 Contacting NPCI:

4.19.1 From the time of bid opening to the time of Contract award, if any Bidder wishes to contact NPCI for seeking any clarification on any matter related to the bid, it should do so in writing.

Section 5 - Bid Opening

5.1 Opening of Bids:

5.1.1 Bids will be opened in 2 stages:

Stage 1 - In the first stage only the Eligibility Bids and Technical Evaluation i.e. Envelope 'A' and Envelope 'B' will be opened.

Stage 2 - In the second stage, Envelope C. i.e Commercial bids will be opened.

5.2 Opening of Eligibility and Technical Bids:

5.2.1 NPCI will open Envelope 'A' and Envelope 'B' in presence of Bidders' representative(s) who choose to be present on the date, time and address mentioned in Section 1 or as amended by NPCI from time to time.

5.2.2 The representatives of the Bidder have to produce an identity proof from the Bidders to represent them at the time of opening of the above bids. Only one representative will be allowed to represent each Bidder. In case the Bidder's representative is not present at the time of opening of bids, the bids will still be opened at the scheduled time at the sole discretion of the NPCI.

5.3 Opening of Commercial Bids:

5.3.1 Only commercial bids of those bidders' who are qualified in eligibility and technical evaluations shall be opened for commercial evaluation.

5.3.2 The representatives of the Bidder have to produce an identity proof from the Bidders to represent them at the time of opening of the above bids. Only one representative will be allowed to represent each Bidder. In case the Bidder's representative is not present at the time of opening of bids, the bids will still be opened at the scheduled time at the sole discretion of the NPCI.

Section 6 - Bid Evaluation

6.1 Preliminary Examination of Eligibility Bids:

- 6.1.1** NPCI will examine the bids to determine whether they are complete, whether required information have been provided as underlined in the bid document, whether the documents have been properly signed, and whether bids are generally in order.
- 6.1.2** NPCI may waive any minor formality, non-conformity or irregularity in a bid that does not constitute a material deviation provided such waiver does not prejudice or affect the relative ranking of any Bidder.
- 6.1.3** If a Bid is not substantially responsive, it will be rejected by NPCI and may not subsequently be made responsive by the Bidder by correction of the nonconformity.

6.2 Evaluation of Technical bids:

- 6.2.1** Compliance to Technical Requirement stipulated in the RFQ, duly supported by documentary evidence will be evaluated in detail.
- 6.2.2** Written reply, if any, submitted in response to the clarification sought by NPCI, if any, will be reviewed.
- 6.2.3** NPCI may interact with the Customer references submitted by Bidder, if required.

6.3 Evaluation of Commercial Bids

6.3.1 Arithmetic errors in the Bids submitted shall be treated as follows:

- a) Where there is a discrepancy between the amounts in figures and in words, the amount in words shall govern; and
- b) Where there is a discrepancy between the unit rate and the line item total resulting from multiplying the unit rate by the quantity, the unit rate will govern unless, in the opinion of the NPCI, there is obviously a gross error such as a misplacement of a decimal point, in which case the line item total will govern.
- c) Where there is a discrepancy between the amount mentioned in the bid and the line item total present in the Commercial Bid, the amount obtained on totaling the line items in the Commercial Bid will govern.
- d) Commercial bids of only the technically qualified short-listed bidders will be opened and evaluated.

6.4 Successful Evaluated Bidder:

Bidder who has quoted the lowest will be declared as successful evaluated bidder who will be called L1 Bidder

Section 7 - Terms and Conditions

7.1 Notification of Award:

- 7.1.1** After selection of the L1 bidder and after obtaining internal approvals and prior to expiration of the period of Bid validity, NPCI will send Notification of Award /Purchase Order to the selected Bidder.

7.2 Purchase Order:

- 7.2.1** Within 5 days of receipt of Notification of Award the successful Bidder shall accept the Purchase Order.
- 7.2.2** Failure of the successful Bidder to comply with the above requirements shall constitute sufficient grounds for the annulment of the award.

7.3 Taxes and Duties:

- 7.3.1** All taxes deductible at source, if any, at the time of release of payments, shall be deducted at source as per then prevailing rates while making any payment.
- 7.3.2** Commercial Bid should be inclusive of all taxes, duties, charges and levies of State or Central Governments as applicable, VAT/Sales Tax, insurance, service taxes etc. Octroi, if applicable, shall be reimbursed to supplier by NPCI at actual on production of original receipt.
- 7.3.3** The benefits realized by supplier due to lower rates of taxes, duties, charges and levies shall be passed on by the Supplier to NPCI.

7.4 Terms of Delivery:

The Software shall be delivered within 4 weeks of receipt of the Purchase Order and installed within 2 Week from date of delivery.

7.5 Penalty for default in delivery:

- 7.5.1** If the Bidder does not deliver the Software as per the above delivery schedule, or such authorized extension of delivery period as may be permitted in writing by NPCI, NPCI shall impose a penalty @ the rate of 0.5% of the total value of the Purchase Order for each week's delay subject to a maximum of 5% of the total value of the Order for delayed deliveries, without prejudice to any other right or remedy available under the Purchase Order.
- 7.5.2** In the case of delay in compliance with the order beyond 10 days of the stipulated time period, NPCI will have the right to cancel the order.

7.6 Warranties:

- 7.6.1** Bidder shall provide 1 year support for Tally. The Bidder shall provide Software Updates/Patches free of cost for Tally software supplied to NPCI for period of 1 year.

7.7 Payment Terms:

80% Payment shall be made to the Bidder after delivery, installation Tally Software and successful Data migration and use at NPCI's Sites.

20% On final acceptance by NPCI and completion of user Training.

Payment will be made within 30 days of receipt of correct Invoices along with Delivery Challan / Installation Certificate / Acceptance Certificate, as the case may be.

7.8 Price:

There shall be no increase in price for any reason whatsoever during the period of 1 year from the date of acceptance of the Purchase Order.

7.9 Repeat Order:

NPCI reserves the right to place Purchase Orders with the Supplier for any or all of the goods at the agreed unit rate, i.e. the rate contract for a period of six months from the date of notification of award / Purchase Order.

7.10 Intellectual Property:

Intellectual Property Rights in all Standard software and all off-the-shelf software shall remain vested in the owner of such rights.

7.11 Confidentiality:

The Bidder shall (whether or not he submits the tender) treat the details of the documents as secret and confidential.

7.12 Bidder's Liability

The selected Bidder will be liable for all the deliverables.

7.12.1 The Bidder's aggregate liability in connection with obligations undertaken under the purchase order, regardless of the form or nature of the action giving rise to such liability (whether in contract, tort or otherwise), shall be at actual and limited to the value of the contract/purchase order.

7.12.2 The Bidder's liability in case of claims against NPCI resulting from gross misconduct or gross negligence of the Bidder, its employees, contractors, and subcontractors or from infringement of patents, trademarks, copyrights or such other Intellectual Property Rights or breach of confidentiality obligations shall be unlimited.

7.13 Indemnity

7.13.1 The bidder shall indemnify, protect and save NPCI and hold NPCI harmless from and against all claims, losses, costs, damages, expenses, action suits and other proceedings, (including reasonable attorney fees), relating to or resulting from any act or omission or negligence or misconduct of the bidder and its employees and representatives, breach of the terms and conditions of the agreement or purchase order, false statement by the bidder, employment claims of employees of the bidder, third party claims arising due to infringement of intellectual property rights, death or personal injury attributable to acts or omission of bidder, violation of statutory and regulatory provisions including labour laws, laws related to information technology and intellectual property rights, breach of confidentiality obligations, breach of warranty.

7.13.2 Indemnity would be limited to court or arbitration awarded damages and shall exclude indirect, consequential and incidental damages and compensation. However, in case of damages, loss or liabilities suffered by NPCI arising out of claims made by its customers and/or regulatory authorities, indemnity would be unlimited.

7.14 Force Majeure:

- 7.14.1** Notwithstanding the provisions of the RFQ, the successful bidder or NPCI shall not be liable for penalty or termination for default if and to the extent that it's delay in performance or other failure to perform its obligations under the contract is the result of as event of Force Majeure. For purposes of this clause, "Force Majeure" means an event beyond the control of the Bidder and not involving NPCI or Bidder's fault or negligence and not foreseeable. Such events may include, but not restricted to wars, revolutions, epidemics, natural disasters etc.
- 7.14.2** If force majeure situation arises, the Bidder shall promptly notify NPCI in writing of such condition and cause thereof. Unless otherwise directed by NPCI in writing, the Bidder shall continue to perform its obligations under the contract as far as possible. If the Event of Force Majeure shall continue for more than twenty 20 days either party shall be entitled to terminate the Contract at any time thereafter without notice. Neither party shall have any liability to the other in respect of the termination of this Contract as a result of an Event of Force Majeure.

7.15 Termination of Contract

- 7.15.1** For Convenience: NPCI by written notice sent to Bidder may terminate the contract in whole or in part at any time for its convenience giving three months prior notice. The notice of termination shall specify that the termination is for convenience the extent to which Bidder's performance under the contract is terminated and the date upon which such termination become effective. NPCI may consider request of the bidder for pro-rata payment till the date of termination.
- 7.15.2** For Insolvency: NPCI may at any time terminate the contract by giving written notice to Bidder, if Bidder becomes bankrupt or insolvent. In this event, termination will be without compensation to Bidder, provided that such termination will not prejudice or affect any right of action or remedy that has accrued or will accrue thereafter to NPCI.
- 7.15.3** For Non-Performance: NPCI reserves its right to terminate the contract in the event of Bidder's repeated failures (say more than 3 occasions in a calendar year to maintain the service level prescribed by NPCI).

Section 8 - Technical Requirements

SN.	Description
1	Tally.Sever 9 License

Section 9 Documents forms to be put in Envelope 'A'

Annexure-1

Manufacturer's Authorization Form

[The Bidder shall require the Manufacturer to fill in this Form in accordance with the instructions indicated. This letter of authorization should be on the letterhead of the Manufacturer and should be signed by a person with the proper authority to sign documents that are binding on the Manufacturer. The Bidder shall include it in its bid]

Date:

To:

WHEREAS

We _____, who are official manufacturers/OEM vendors of _____ having factories at _____ do hereby authorize _____ to submit a bid the purpose of which is to provide the following Goods, manufactured by us _____, and to subsequently negotiate and sign the Contract.

We hereby extend our full guarantee and warranty, with respect to the Goods offered by the above firm.

Signed by the Manufacturer/OEM Vendor:

Name:

Title:

Dated on _____ day of _____, _____

Annexure-2**Bidder's Information**

Details of the Bidder				
1	Name of the Bidder (Prime)			
2	Address of the Bidder			
3	Constitution of the Company (Public Ltd/ Pvt. Ltd)			
4	Details of Incorporation / Registration of the Company. Relevant Certificate to be submitted		Date:	
			Ref#	
5	Details of Commencement of Business, if applicable		Date:	
			Ref#	
6	Valid Sales tax registration no.			
7	Valid Service tax registration no.			
8	Permanent Account Number (PAN)			
9	Name & Designation of the contact person to whom all references shall be made regarding this tender			
10	Telephone No. (with STD Code)			
11	E-Mail of the contact person:			
12	Fax No. (with STD Code)			
13	Website			
Financial Details (as per audited Balance Sheets) (in Cr)				
14	Year	2010-11	2011-12	2012-13
15	Net worth			
16	Turn Over			
17	PAT			

Annexure 3

Eligibility Criteria Matrix

Sr. No.	Description	Complied with statements	Proof attached
1	The Bidder should be either sole proprietor, partnership or a Company registered under the Companies Act, 1956 filed return under Income Tax Act 1961 for the last 3 years		Proof should be submitted
2	The Bidder should have minimum annual turnover of Rs.30 lac during the last three financial years 2010-11, 2011-12, and 2012-13 or calendar year 2010, 2011, 2012 or the Bidder's financial year.		Audited balance sheets & Profit /loss statement to be submitted.
3	The Bidder should be a profit (profit after tax) making Company in the last Financial Year i.e. 2012-2013 (or calendar year 2012 of bidders financial year)		Audited balance sheets & Profit /loss statement to be submitted.
4.	The Bidder should not be currently blacklisted by any bank / institution in India or abroad.		Declaration as per Annexure-4 on Bidder's letterhead
5.	The bidder should be authorized business and support partner for Tally		OEM Certificate
6	The Bidder should provide reference of 2 clients who have procured similar software from them during the last 2 years as on the date of submission of bid.		PO copy or Customer letter as a proof

Annexure-4**Declaration regarding Clean Track by Bidder****(On Company Letterhead)**

To

The Chief Executive Officer
National Payments Corporation of India,
C-9, 8th Floor, RBI Premises,
Bandra (E),
Mumbai - 400 051.

Sir,

Re: RFQ No. NPCI: RFQ: 2014-15/ IT /0002 dated 09/05/2014 for “Request for Quotation for Supply, Installation of Tally Licenses”

I have carefully gone through the Terms and Conditions contained in the above referred RFQ. I hereby declare that my company/firm is not currently debarred/black listed by any Government / Semi Government organizations/ Institutions in India or abroad. I further certify that I am competent officer in my company/firm to make this declaration.

Or

I declare the following

No.	Country in which the company is debarred/blacklisted/case is pending	Black listed/debarred by Government / Semi Government organizations/ Institutions	Reason	Since when and for how long

(NOTE: In case the company was blacklisted previously, please provide the details regarding Period for which the company was blacklisted and the reason/s for the same)

Yours faithfully,

(Signature of the Bidder)

Printed Name

Designation

Seal

Date:

Business Address:

Section 10 Documents forms to be put in Envelope 'B'

Annexure 5

Technical Compliance

SN.	Description	Compliance (Y/N)
1	Tally.Sever 9 License	
2	SOW as defined in section 2.3	

Dated this..... Day of.....2014

(Signature)

(Name)

(In the capacity of)

Duly authorized to sign Bid for and on behalf of

Section 11 - To be put in Envelope “C”

Annexure 6

Price Format

No.	Line Item	Unit Price	Taxes	Sub-Total	Qty.	Total Price
A	Tally.Sever 9 License				1	
	TOTAL					

Dated this..... Day of.....2014

(Signature)

(Name)

(In the capacity of)

Duly authorized to sign Bid for and on behalf of

Annexure 7

Commercial Bid Form

(To be included in Commercial Bid Envelope)

To:

Date:

The Chief Executive Officer
National Payments Corporation of India,
C-9, 8th Floor, RBI Premises,
Bandra (E),
Mumbai - 400 051.
Dear Sir,

**Re: RFQ No: NPCI/ RFQ/ 2014-15/ IT/0002 dated 09/05/2014 for Request for Quotation for Supply,
Installation and Support of Tally Licenses**

Having examined the Bidding Documents placed along with RFQ, we, the undersigned, offer to provide the required infrastructure in conformity with the said Bidding documents for the sum of Rs.....(Rupees) (all inclusive) or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

We undertake, if our Bid is accepted, to provide _____ for the above purpose within the stipulated time schedule.

We agree to abide by the Bid and the rates quoted therein for the orders awarded by NPCI up to the period prescribed in the Bid which shall remain binding upon us. Until a formal contract is prepared and executed, this Bid, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.

We undertake that, in competing for (and, if the award is made to us, in executing) the above contract, we will strictly observe the laws against fraud and corruption in force in India.

We have complied with all the terms and conditions of the RFQ. We understand that you are not bound to accept the lowest or any Bid you may receive.

Dated this..... Day of.....2014

(Signature)

(Name)

(In the capacity of)

Duly authorized to sign Bid for and on behalf of