



No. MIDC/Gen/611/2023/

Dated: Shillong the 26th May 2023

EXPRESSION OF INTEREST (EOI)


Meghalaya Industrial Development Corporation Ltd.(MIDC) invites expressions of interest from eligible firms to indicate their interest in providing their services etc for the designing, development, implementation and maintenance of ERP Solution including providing the necessary infrastructure required for operation and support of the said solution.

Detailed terms and conditions may be downloaded from the website of MIDC at <https://midc.megindustry.gov.in/> . The last date of submission of the responses to the EOI is June 15, 2023 up to 5:00 pm.

The responses must be submitted in a sealed envelope to:

"The Managing Director, Meghalaya Industrial Development Corporation Ltd., KISMAT Upland Road, Laitumkhrah, Shillong-793003, Meghalaya".

All interested parties are to keep themselves updated on any addendums or ToR updations through this website. No further newspaper advertisements will be published.



(Shri. D.D. Nongmalieh)
Managing Director

Memo No. MIDC/Gen/611/2023/ 356

Dated: Shillong the 26th May 2023

Copy to:

1. The Chairman, MIDC Ltd. for your kind information.
2. The Director of Information and Public Relations, Govt. of Meghalaya with a request to get the Notice published in one issue of Local Newspaper (English & Khasi) having wide publicity in Meghalaya. The Bill for publication may be send to the Managing Director, MIDC Ltd Shillong for payment.
3. To Senior Technical Director, National Information Center (NIC), Shillong with a request to upload the Expression of Interest in the Corporation website.
4. Office Notice Board.


(Shri. D.D. Nongmalieh)
Managing Director

Meghalaya Industrial Development Corporation
(A Government of Meghalaya Undertaking)




Expression of Interest (EOI)
for
Enterprise Resource Planning System for MIDC

Meghalaya Industrial Development Corporation

KISMAT Upland Road, Laitumkrah, Shillong-793003, Meghalaya, India.

Phone No: (0364) 2223458

Email: midcltd@rediffmail.com


Managing Director
Meghalaya Industrial Development
Corporation Ltd, Shillong

SECTION-I

Expression of Interest (EOI)

1. EOI Notification:

Meghalaya Industrial Development Corporation (MIDC), Shillong-Meghalaya, invites sealed expression of Interest from eligible, reputed companies/firms for ERP System for MIDC as specified in this EOI document.

EOI document may be downloaded from <https://midc.megindustry.gov.in/> from May 26, 2023. The prescribed EOI fee as mentioned in the EOI document, shall be sent with your offer through Demand Draft (DD) drawn in favor of the “**Managing Director, Meghalaya Industrial Development Corporation**”, payable at Shillong. Any subsequent amendments in the EOI will be available on the above-mentioned website.

Duly filled-in documents must be submitted to the Office of **The Managing Director, Meghalaya Industrial Development Corporation**, KISMAT Upland Road, Laitumkhrach, Shillong-793003, Meghalaya, India by-hand, on or before **June 15, 2023 up to 05:00 pm**.

1	Name of the Work	Expression of Interest (EOI) for Enterprise Resource Planning System for MIDC
2	EOI Fee (Non-Refundable)	5000/-
3	Date of issue of EOI	May 26, 2023
4	Last date for receiving hard copy of all the documents along with EOI Fees.	June 15, 2023 up to 05:00 pm.
5	Technical Opening Date	June 16, 2023 at 1:30 pm.
6	EOI Fees Payment Details	Payment Proof
7	Address for Communication, Queries of filled EOI.	Meghalaya Industrial Development Corporation KISMAT Upland Road, Laitumkhrach, Shillong-793003, Meghalaya, India. Phone No: (0364) 2223458 Email: midcltd@rediffmail.com

- Separate DD for prescribed EOI Fee must accompany the offer as mentioned in this document. Offers received without the requisite fee shall be summarily rejected.
- Eligibility Criteria, Terms and Conditions, Scope of Work, Format and Performa for submitting the EOI offer, and other details are described in this document.

Do not change this document. Any change/s made in the document by the bidder will lead to disqualification. Bidders are required to sign and submit all the pages of this EOI document and all other required supporting documents.


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While the information in this EOI has been prepared in good faith, it is not and does not purport to be comprehensive or to have been independently verified. Neither MIDC, nor its employees accept any liability or responsibility for the accuracy, reasonableness or completeness of the information contained in the EOI, or for any errors, omissions or misstatements, negligence or otherwise, relating to the proposed ERP Project, or makes any representation or warranty, express or implied, with respect to the information contained in this EOI or on which this EOI is based or with respect to any written or oral information made or to be made available to any of the recipients or their professional advisers and, so far as permitted by law and except in the case of fraudulent misrepresentation by the party concerned, and liability therefore is hereby expressly disclaimed.

The information contained in this EOI is selective and is subject to updating, expansion, revision and amendment at the sole discretion of MIDC. It does not, and does not purport to, contain all the information that a recipient may require for the purposes for making a decision for participation in this process. Each Party must conduct its own analysis of the information contained in this EOI, to correct any inaccuracies therein and is advised to carry out its own investigation into the proposed ERP Project, the regulatory regime which applies thereto and by and all matters pertinent to this Project and to seek its own professional advice on the legal, financial and regulatory consequences of entering into any agreement or arrangement relating to this Project. MIDC shall not be responsible for any direct or indirect loss or damage arising out of or for use of any content of the EOI in any manner whatsoever.

This EOI includes certain statements, projections, targets and forecasts with respect to the Project. Such statements, projections, targets and forecasts reflect various assumptions made by the management, officers, employees, and experts of MIDC, which (the assumptions and the base information on which they are made) may or may not prove to be correct. No representation or warranty is given as to the reasonableness of forecasts or the assumptions on which they may be based and nothing in this EOI is, or should be relied on as, a promise, representation or warranty.

MIDC shall be the sole and final authority with respect to qualifying a bidding process through this EOI. The decision of MIDC in selecting the Agency who qualifies through this EOI shall be final and MIDC reserves the right to reject any or all the bids without assigning any reason thereof. MIDC may terminate the EOI process at any time without assigning any reason and upon such termination, MIDC shall not be responsible for any direct or indirect loss or damage arising out of such a termination.


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SECTION-II
ELIGIBILITY CRITERIA FOR THE BIDDER PRE-QUALIFICATION CRITERIA
(Stage-I)

S.N.	Type	Eligibility Criterion	Eligibility Criterion Documentary Evidence
1	Bidder Company Profile	The Bidder should be a legal entity registered under Indian Companies Act, 1956/2013 in India and in operations for a period of at least last 3 (three) years as on last date of submission of bid. The Bidder should be:	<ul style="list-style-type: none"> • Certificate of Registration/ Incorporation under Companies Act 1956/2013. • MOA/AOA
2	Bidder Company Financials Turnover	Bidder should have a minimum average annual turnover in the Field of IT/ITeS of INR 15 Crores in the last three (3) Financial Years including current financial year (FY 2020-21, 2021-22 and 2022-23)	<ul style="list-style-type: none"> • Financial statements for last three including current financial year ((FY 2020-221, 2021-22 and 2022-23) • CA Certificate
3	Bidder Company Financials Net worth	Bidder should have positive Net worth in last 3 Financial years. (FY 2020-221, 2021-22 and 2022-23)	Statutory auditor's certificate / Chartered Accountant certificate clearly specifying the Net worth for the specified years.
4	Anti Blacklisting Barring	As on date of submission of the Bid, the Bidder shall not be blacklisted/ barred by Central Government or any state Government or their Agencies in India including PSUs.	The Bidder shall provide: Self – declaration on Non- Judicial Stamp Paper of Rs.100 stating that the Bidder is not Blacklisted.
5	Bidder Work Experience	a. The bidder should have done Supply, Design, Development, Customization, Implementation & Support solutions of Software applications with cloud hosting ERP in any Government Undertaking PSU/Public Listed Company in last three financial years including current financial year (FY 2020-21, 2021-22, 2022-23), having total work order value for the work of not less than Rs. 3.00 Crores.	Bidder should submit duly signed & stamped evidence /i.e., the copy/copies of work order/satisfactory installation/ commissioning report issued by the concerned department/ organization.
6	Bidder Company PAN & GST Registration	The Bidder should have a PAN & valid Active GSTIN.	GSTIN registration certificate & PAN Copy

(Signature)
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7	Bidder company Support Office	The bidder should have its office in Meghalaya. If the bidder does not have its office in Meghalaya, then the bidder must have to open its office in Meghalaya within 15 days from the date of award & inform the complete details of Single Point of contact	Document certifying Local office / Undertaking to open office within 15 days
8	Bidder Company Certifications	Bidder should have ISO 9001-2015 and ISO 27001 or SEI CMMI Level-3/ higher certification	Provide Valid Certificate
9	Technically Manpower	The bidder must have on its roll at least 50 technically qualified professionals (BCA/MCA/ BTech equivalent or higher) to perform the services as per EOI	Self-certification signed by HR head and counter signed by Authorized signatory including Qualification details of staff to be mentioned
10	MAF	The Bidder should submit its MeitY empaneled cloud service provider (CSP) authorization to host the application	CSP Authorization Certificate
11	EOI Fee	The bidders should submit the EOI Fee before at the time of submission of EOI bid otherwise their bids shall be rejected.	Payment Proof / Details
12	Technical Proposal	Approach & Methodology, Proposed Technology and plan to execute the work	Submit a well drafted technical proposal as per requirements.

Bidders are required to submit all supporting documents for the above criteria with sign and stamp.

PRESENTATION TO THE EVALUATION COMMITTEE (Stage-II)

Companies/Agencies shortlisted in pre-qualification will be invited for making presentation in presence of Evaluation Committee at MIDC, Shillong. Each of the shortlisted Companies/Agencies will be given a slot of fixed time period. The Evaluation Committee will see the presentation of ERP System proposed by the bidder and assess competency of the Companies/Agencies, their capacity of understanding the needs, and sensitivity to provide services to MIDC on below mentioned parameters:

- Company Profile
- Presentation of proposed ERP System for MIDC and its features
- Number of Key Professionals & their post qualification experience

The Evaluation Committee will shortlist the Companies/Agencies on the basis of above evaluation for further process.


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SECTION-III

(A) GENERAL TERMS AND CONDITIONS

1. Essential technical requirement:

The company /agency must have all statutory registrations like PAN, TAN, Service Tax, PF, GST, ESIC, Shop and Establishment registration etc., as applicable from time to time, with respect to this EOI.

2. EOI Fee:

The Bidder has to submit Non-refundable **EOI Fees of Rs. 5000/-** in the form of Demand Draft in the name of the “**Managing Director, Meghalaya Industrial Development Corporation**” payable at **Shillong** from any of the Nationalized Bank including the Public Sector Bank or Private Sector Banks authorized by RBI (operating in India having branch at Shillong) in the separate sealed cover should be remitted along with the bid. **Bid without EOI fees will not be termed valid.** In case of non-receipt of Bid processing fees as mentioned above your bid will be rejected consider as non-responsive.

3. Bid validity:

Bid submitted by the bidder shall remain valid for a period of 180 days from the date of submission of offer. The Bidder shall not be entitled during this period to revoke or vary the content of the Bid or any term thereof. In such case of making any variation subsequent to submission of bid at their own, the offer shall be treated as “REJECTED”.

4. Submission of Bid:

Technical Bid shall be submitted at the office of the **Managing Director, Meghalaya Industrial Development Corporation**, KISMAT Upland Road, Laitumkhrah, Shillong-793003, Meghalaya

5. Bid Evaluation:

The Bidder will be evaluated based on the Pre-Qualification Criteria (Stage-I) and Assessment of Evaluation Committee (Stage-II).

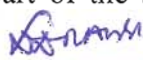
Amendment of EOI Document (Corrigendum): At any time prior to the deadline for submission of bids, MIDC may, for any reason, modify the EOI document and the corrigendum will be published on website of the Corporation.

6. Prices, Taxes and Duties:

The Bidder should quote firm prices/ rates taking in to account of all the Taxes, Duties, Levies, Personal Tax, Corporate Tax and all other expenditure required to be incurred by him/her for providing required services etc. during the contract period as indicated above and afterwards no variation on any account unless otherwise specifically mentioned will be allowed. The quoted prices for all the items shall be inclusive of all applicable taxes.

7. Assignment & Sub-Contract:

The Agency shall not assign, sub-contract or sub-let the whole or any part of the service in any


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manner without express approval of MIDC.

8. Taxes, Labour laws and other regulations:

The selected agency shall accept and bear full and exclusive liability for the payment of any and all existing and future taxes of the Central or State Government or of any other authority with respect to the contract or any course pursuant thereto or anything done or service rendered pursuant thereto. The selected agency shall fully comply with all applicable laws, rules and regulations relating to P.F. Act, ESIC Act, Bonus Act, Minimum Wages Act, Agreement Labour Act, Workmen's compensation Act, C.L. (R & A) Act, Migrant Labour Act, Essential Commodities. Act and/or such other Acts or Laws, regulations passed by the Central, States, Municipal and local governmental agency or authority.

9. Confidentiality and Disclaimer

All information supplied by the MIDC in connection with this EOI must be treated as confidential and, for the avoidance of doubt, all parts of the EOI are to be treated confidentially by the Bidders.

10. Conditional EOI:

Conditional bids or Bids based on the process/ basic schemes other than mentioned and/ or not conforming to the technical specifications/ requirements of the Bidding documents shall not be considered.

11. Additional Terms and Conditions:

1. Contract Agreement:

The successful Bidder shall be required to execute a Contract Agreement with MIDC on the non-judicial stamp paper of Rs. 100/- (Rupees One Hundred Only). The cost of stamp paper shall be borne by successful Bidder. MIDC reserves the right to amend the terms & conditions of contract after mutual discussions and shall only be in writing.

2. Duration of Delivery/Supply/Development of ERP System with Project Implementation:

Within **8 months** from the date of issue of purchase order/work order.

3. Liquidated Damages:

In the event of failure to provide service beyond the specified date, liquidated damages @ 1% per month or part thereof in respect of the total loss value of the contract will be deducted, subject to a maximum of 10%; alternately the order may be cancelled and the remaining service will be given to any other suitable agency.

4. Warranty/Support:

The Bidder/Company/firm has to give full support for three year after the ERP system goes live thereafter continue to extend maintenance service if desired, on payment as per mutually agreed terms/as quoted.

5. Force majeure:

If the whole of any part of the performance by the Parties of any part of their respective obligations hereunder is prevented or delayed by causes, circumstances or events beyond the control of the Parties including delays due to floods, fires, accidents, earthquakes, riots, explosions, wars, hostilities, acts of

government, custom barriers, or other causes of like character beyond the control of the Parties, then to the extent the Parties shall be prevented or delayed from performing all or any part of its obligations here under by reason thereof despite due diligence and reasonable efforts to do so notwithstanding such causes, circumstances or events, the Parties shall be excused from performance hereunder for so long as such causes, circumstances or events shall continue to prevent or delay such performance.

6. Interpretation/Arbitration:

In the event of any difference in the interpretation/Arbitration of any of the clauses of the service contract and / or the documents, the clarification given by the competent authority of MIDC shall be final and binding on the Parties.

7. Exit Clause:

MIDC can terminate the assignment at any time i.e. during the work period without giving any notice or citing any reasons.

8. Settlement of Disputes:

Any dispute or difference whatsoever arising between the parties out of or relating to the interpretation, application, meaning, scope of operation or effect of the service contract or the validity or the breach thereof, shall be settled via negotiation.

9. Any dispute whatsoever shall be subject to the **jurisdiction of Shillong, Meghalaya Courts only.**

10. IMPORTANT:

- a) MIDC may accept or reject any or all the bids in part or in full without assigning any reason and is not bound to accept the lowest bid. MIDC at its discretion may change the upgrade or drop the criteria or part thereof at any time before awarding the contract.
- b) A bid submitted with false information will not only be rejected but the agency will also be debarred from participation in future processes.
- c) Bidders are required to sign and submit all the pages of this EOI document and all other required supporting documents
- d) For any query pertaining to this bid document, correspondence is addressed to MIDC



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SECTION- IV TECHNICAL

1. SCOPE OF WORK:

MIDC intends to implement an ERP solution for automation of MIDC's day to day processes / operations. In this regard an EOI has been floated for the selection of system integrator who shall be responsible for design, development, implementation and maintenance of ERP Solution including providing necessary infrastructure required for operation and support of the said solution.

The broad scope of work of the System Integrator shall be to design, develop, implement and provide maintenance of the ERP solution with following minimum modules:

1. Human Resource Management
2. Supply Chain Management
3. Financial Management
4. Asset Management
5. Project and Contract Management
6. Stakeholder & Public Relationship Management
7. Business Intelligence
8. Master Management
9. Land Bank and Loan Management
10. Provide necessary infrastructure for operation and support for 3 years.

While above inclusions are to guide the core functionality expected, these may however be added/amended based on EOI received and MIDC requirement. MIDC reserves the right to procure any one or combination of modules listed above or proposed by the bidder with necessary required customization/modification.

Bidder to carry out a system requirement analysis, if required, prior to submission of technical and financial bid.


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SECTION-V

Annexure-I: Cover Letter

[To be submitted on Bidder Company's Letterhead]

Date:

To:

Sub:

Dear Sir,

With reference to your EOI document _____, we, having examined the Bidding Documents and understood their contents, hereby submit our Proposal for the aforesaid Project. The Proposal is unconditional and unqualified.

1. All information provided in the Proposal and in the Appendices to it is true and correct and the documents accompanying such Proposal are in original or true copies of their respective originals, as the case may be.
2. This statement is made for the express purpose of qualifying as a Selected Bidder for System implementation and its Maintenance and Operation thereof for 3 years at MIDC.
3. We shall make available to MIDC any additional information it may find necessary or require to supplement or authenticate the Proposal.
4. We acknowledge the right of MIDC to reject our Proposal without assigning any reason or otherwise and hereby waive our right to challenge the same on any account whatsoever.
5. We declare that, we have examined and have no reservations to the EOI Documents, including any Addendum issued by MIDC.
6. We understand that you may cancel the Bidding Process at any time and that you are neither bound to accept any Proposal that you may receive nor to invite the Bidders to submit a Proposal for the Project, without incurring any liability to the Bidders.
7. We believe that we satisfy the eligibility criteria and meet(s) the requirements as specified in the EOI document.


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8. We hereby irrevocably waive any right which we may have at any stage at law or howsoever otherwise arising to challenge or question any decision taken by MIDC in connection with the selection of the Bidder, or in connection with the Bidding Process itself, in respect of the above-mentioned Project and the terms and implementation thereof.
9. We agree to keep this offer will be valid for 180 days (one eighty days) from the Proposal Due Date specified in the EOI.
10. We agree and undertake to abide by all the terms and conditions of the EOI document. We submit this Proposal under and in accordance with the terms of the EOI document.

Yours faithfully,

Date:

(Signature of the Authorized signatory)

(Name and designation of the of the Authorized signatory)

Place:

(Name and rubber seal of the Bidder)


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Annexure-II: Certificate of Authorized Signatory

CERTIFICATE AS TO AUTHORIZED SIGNATORIES

Hereby it is certified that I Mr. /Ms. Company Secretary of the firm/corporation, and that Mr./Ms. who has signed the above bid are authorized to bind the firm/corporation by authorities of its governing body.

(Company Secretary)

Date & Place:


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Annexure-III: Particulars of Bidder

Sr. No.	Heads	Particulars
1.	Registered Name of the Firm	
2.	Type of Firm (Proprietary / Partnerships / Private/Public) Please enclose self-certified copy of certificate of incorporation	
3.	Complete Address of Registered Office	
4.	Date and Country of Incorporation	
5.	Number of years of operations in India	
6.	Number and locations of offices in India	
7.	Contact person details (Name, Designation, Mobile Number, Email)	
8.	Telephone Number (with ISD & STD Code)	
9.	Fax Number (with ISD & STD Code)	
10.	Brief description of the Firm including details of its main lines of business along with the brief profile of the organization	
11.	Annual turnover from IT and ITeS operations (Enclose Certificates duly signed by Chartered Accountant along with seal which should also clearly show the CA's membership number)	
12.	ISO & CMMi assessment level and date of assessment	
13.	Validity period of the ISO & CMMi assessment	
14.	Please attach copy of PAN Card/ GST Registration	
15.	Any other relevant information	

Signature of Authorised
Signatory Name of Designation of Authorised
Signatory Telephone & Mobile Number (with
ISD & STD Code)
Fax Number (with ISD & STD Code)
E-Mail
Address Official seal of
the Company


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Annexure-IV: Format for Request for Clarifications

Bidder's Request For Clarification			
Name of Organization submitting request:		Name & position of person submitting request	Address of organization including phone, fax, email points of contact
<Name of bidding company>		<Name of primary contact person>	Address: Tel: Fax: E-mail:
#	Bidding Document Reference (Volume / Section / Page No.)	Content as in EOI requiring clarification	Query / points of clarification required
1			
2			
3			
4			


 Managing Director
 Meghalaya Industrial Development
 Corporation Ltd, Shillong

Annexure-V: Summary of Profile of Key Personnel

#	Role	Qualification	Years of Experience	Profile Summary
1.	Project Director			
2.	Project Manager			
3.	Subject Matter Expert			
4.	Solution Architect			
5.	Business Analyst			
6.	Module Lead			
7.	Database Administrator			
8.	Others (Please specify)			



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Annexure-VI: Format for Self-Declarations

A) Undertaking for availability of Sufficient and Competent Manpower to support the requirements in EOI

[To be submitted on Bidder Company's Letterhead]

Date:

To:

Sub: Undertaking for Sufficient IT Manpower

Dear Sir,

In accordance with eligibility requirements of this tender process, we <name of the bidding firm> wish to declare that, we have more than <number of employees> full time employees on our own payroll, competent to support MIDC's Project to execute and deliver the services as per the envisaged scope of work.

Yours faithfully,

Date:

(Signature of the Authorized signatory)

Place:

(Name and designation of the of the Authorized signatory)

(Name and rubber seal of the Bidder)


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B) Format for self-declaration on "No Conflict of Interest"

[To be submitted on Bidder Company's Letterhead]

Date:

To:

Sub: Undertaking for No Conflict of Interest

Dear Sir,

In accordance with this EOI document, we <Name of the firm> wish to declare that we do not have any conflict of interest that may affect the current Bidding Process.

Yours faithfully,

Date:

(Signature of the Authorized signatory)

(Name and designation of the of the Authorized signatory)

Place:

(Name and rubber seal of the Bidder)


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C) Format for self-declaration on Clean Track Record – No Corrupt/ Fraudulent Practices

[To be submitted on Non-Judicial Stamp Paper of Rs. 100]

Date:

To:

Sub: Undertaking of Clean Track Record

Dear Sir,

With reference to the above subject, we hereby wish to inform that, <Name of the Firm> hasn't been debarred by any Central / State Government Department / Institution and there has been no litigation with any Department / PSU / Corporation in Central / State Government which may have any impact on our ability to deliver the project (if awarded) or under a declaration of ineligibility for corrupt or fraudulent practices as on date <insert>.

We hope that this undertaking provided hereinabove shall suffice the purpose. In case you need and further clarification, we would be glad to provide the same.

Yours faithfully,

Date:

(Signature of the Authorized signatory)

(Name and designation of the of the Authorized signatory)

Place:

(Name and rubber seal of the Bidder)


Managing Director
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Annexure-VII: Format for Manufacturer's Authorization Form (MAF)

[To be submitted on ERP OEM Company's Letterhead]

Date:

To:

WHEREAS _____ who are
official

Manufacturers/suppliers of _____
having

Office at _____ do
hereby authorize _____ <<Bidder>> _____ to su

We hereby extend our full guarantee and warranty with respect to the Goods offered by the bidding firm for the entire contract period and any extension thereof in reply to this Invitation for Bids.

Yours faithfully,

Date: _____ (Signature of the Authorized signatory of CSP)

(Name and designation of the of the Authorized signatory of CSP)

Place: _____ (Name and rubber seal of the CSP)


Managing Director
Meghalaya Industrial Development
Corporation Ltd, Shillong