

Bharat Heavy Electricals Limited



Corporate Digital Transformation

**Procurement & Implementation of eOffice solution
from NICSI, GOI in BHEL (Single Tender Basis).**



BHARAT HEAVY ELECTRICALS LIMITED

भारत हवी इलेक्ट्रिकल लिमिटेड

Ref. No. : AA:CDT:P20:eOffice

Date: 21.11.2019

Dear Sir / Madam,

Sub: Procurement & Implementation of eOffice solution from NICS, GOI in BHEL.

BHEL proposes to procure & implement eOffice solution from NICS, GOI in BHEL for 5000 users on single tender basis (single part bid).

Any corrigendum / notifications issued by BHEL, subsequent to this rfp, shall be available / hosted on www.bhel.com and <http://eprocure.gov.in>. Hence the bidder is expected to keep visiting www.bhel.com and <http://eprocure.gov.in> for any corrigendum / notification in their own interest.

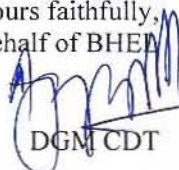
The bidders is expected to examine all instructions, formats, terms, specifications, conditions and all other information in the bidding documents. Failure to furnish all information asked for or to submit a bid not substantially responsive to the bidding documents may result in rejection of the bid as decided by the BHEL. BHEL's decision shall be final and binding.

Please ensure that your response complete in all respect is delivered on or before the due date & time i.e., **25.11.2019 at 17:00 hrs.**

Bids shall be addressed to:

DGM CDT
Bharat Heavy Electricals Limited,
CS&IT-Hall, 2nd Floor, HRD & ESI Complex,
Plot no. 25, Sector-16a, Noida (UP) – 201301.

Thanking you,
Yours faithfully,
For and on behalf of BHEL


DGM CDT

Introduction:

BHEL is the largest engineering and manufacturing enterprise in India in the energy-related/infrastructure sector, today. BHEL was established more than 40 years ago, ushering in the indigenous Heavy Electrical Equipment industry in India - a dream that has been more than realized with a well-recognized track record of performance. The company has been earning profits continuously since 1971-72 and paying dividends since 1976-77.

BHEL manufactures over 180 products under 30 major product groups and caters to core sectors of the Indian Economy viz., Power Generation & Transmission, Industry, Transportation, Telecommunication, Renewable Energy, etc. The wide network of BHEL's 14 manufacturing divisions, four Power Sector regional centers, over 100 project sites, eight service centers and 18 regional offices, enables the Company to promptly serve its customers and provide them with suitable products, Systems and services -- efficiently and at competitive prices. The high level of quality & reliability of its products is due to the emphasis on design, engineering and manufacturing to international standards by acquiring and adapting some of the best technologies from leading companies in the world, together with technologies developed in its own R&D centers.

BHEL's vision is to become a world-class engineering enterprise, committed to enhancing stakeholder value. The company is striving to give shape to its aspirations and fulfill the expectations of the country to become a global player.

1. Scope:

The bidder shall roll out and implement eOffice Lite solution for 5000 users in BHEL and shall be deployed at BHEL datacenter Hyderabad with 5 years support as per follows:

Product Enhancement and Maintenance of eOffice Lite
Operations and Core Roll Out Components

1.1 DELIVERABLES AND SUPPORT

a) Application Deliverables	
The primary deliverable is the executable application eOffice Lite (eFile) product in its standard form. New updates to be provided by bidder from time to time	
List of Applications provided under eOffice Lite (eFile) Product are as follows:	
1.	File Management System (eFile)
2.	Knowledge Management System (KMS)
3.	Collaboration and Messaging Services (CAMS)
4.	Personnel Information Management System (PIMS)
b) Document Deliverables	
NIC/NICSI will provide all technical documentation on the application as listed below:	
1.	User Manual
2.	Admin User Manual
3.	User Hand Book
4.	FAQ Guide

1.2 NIC's Responsibilities

To ensure application operationalization and training.

To provide post implementation support in offline mode for a period of five years after completion of implementation period.

To have constant interaction with user department for smooth functioning of eOffice.

2. PQR: Not applicable

3. Taxes & Duties:

Taxes (GST & others) shall be extra and payable as per prevailing rates. Any change in applicable taxes or imposition of any new applicable tax by GOI, the same shall be borne by BHEL on submission of documentary proof by the vendor. However, any decrease in applicable taxes or any new tax, benefit shall be passed on to BHEL.

4. Payment Terms:

100 % Payment in advance against indemnity bond on submission of GST compliance invoice.

5. Service Level Agreement (SLA):

Not applicable

6. Delivery Period:

Implementation process will begin after 100 % payment is made . The time frame for implementation of eOffice is Six Months for operationalization from date of commencement of the project i.e. the date of creation of eOffice Production instance

7. LD: Not applicable

Bonus Clauses, PVC, ORC, Risk Purchase, SD, EMD: Not applicable

8. The bidder shall provide price offer for complete scope along with applicable taxes.

9. GST:

9.1 To enable BHEL to avail GST input tax credit, vendor shall submit GST compliant tax invoice containing all the particulars as stipulated under invoice rules of GST Law. Payment will be made after submission of tax compliant invoice and invoice shall be raised affixing GSTIN of BHEL unit availing service.

9.2 BHEL reserves the right to protect its interest against any loss on account of availability of GST credit.

9.3 GSTIN will be provided to vendor along with PO

9.4 Any new / change in statutory levy as and when made applicable by the government shall become applicable against documentary evidence

9.5 Invoice submitted should be in the format as specified under GST laws viz all details as mentioned in invoice rules like GST NO, invoice no, rate value, with nomenclature –CGST, SGST, IGST mentioned separately HSN, SAC code etc.