



**Expression of Interest (EOI)
For
Selection of SAAS Provider
Agency for Providing an end-to
end Solution for Online
Processing of IFR and CFR Claims
towards implementation of The
Scheduled Tribes and Other
Traditional Forest Dwellers
(Recognition of Forest Rights) Act,
2006 and its Amendment Rules,
2012**

Tender Notification No.: TRTI/2021/FRA/-04/2683

28
30/09/2021

**Issued By
The Commissioner
Tribal Research and Training Institute,
Pune**

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Tribal Research and Training Institute
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E-TenderNo.TRTI/FRA/Online/09/2021-22/

Date:30/09/2021

Invitation of Expression of Interest(EOI)for Selection of SAAS Provider Agency for end-to-end Online Processing of IFR and CFR Claims towards implementation of The Scheduled Tribes and Other Traditional Forest Dwellers (Recognition of Forest Rights) Act, 2006 and its Amendment Rules, 2012

Online Expression of Interest (in two Bid system - Technical Bid & Commercial Bid) are invited for Selection of SAAS Provider Agency for end-to-end Online Processing of IFR and CFR Claims towards implementation of The Scheduled Tribes and Other Traditional Forest Dwellers (Recognition of Forest Rights) Act, 2006 and its Amendment Rules, 2012. Interested companies / firms / institutions having adequate required resources can submit their Technical Bid & Commercial Bid online on website <https://maharashtra.etenders.in>

Name of the Service	Estimated cost	Tender Fee	Earnest Money Deposit (EMD)
Providing an end-to-end Solution for Online Processing of IFR and CFR Claims towards implementation of The Scheduled Tribes and Other Traditional Forest Dwellers (Recognition of Forest Rights) Act, 2006 and its Amendment Rules, 2012	Rs.1,00,00,000/-	Rs.15,000/-	Rs.5,00,000/-

- The Company / Firm shall be selected based on the selection criteria decided by TRTI as mentioned in the Bid Document.
- Joint Venture Consortium is not permitted.
- The Bid Documents are available on website <https://maharashtra.etenders.in>
- The interested Bidders will have to register and enroll on website <https://maharashtra.etenders.in> participate in the Bid process.
- The interested Bidders will have to submit all the required documents by online submission.
- The Tender Fee of Rs.15,000/-** is required to be deposited online through Net Banking /NEFT.
- The EMD of Rs.5,00,000/-** is required to be deposited online through Net Banking /NEFT.
- The detailed Bid Document is available on the website <https://maharashtra.etenders.in> and can be downloaded there from.
- Interested Providers/ Bidders shall submit their Bid on or before **29/10/2021,17:00hrs.**
- The advertisement is also available on office website <http://trti.maharashtra.gov.in> for information only.
- Right to reject any or all the Bids is reserved by the Commissioner, TRTI ,Pune

Notice:

This document is the property of TRTI, Pune. It may not be copied, distributed or recorded on any medium, electronic or otherwise, without TRTI's written permission, even by the authorized personnel / company / agency for any purpose other than the purpose specified herein and it is strictly prohibited as it shall amount to copyright violation and thus shall be punishable under the Indian Law.


(Dr. Rajendra Bharud I.A.S.)
Commissioner, TRTI, Pune

Section-1: Invitation for Expression of Interest (EOI)

Tribal Research and Training Institute, Pune, hereinafter referred to as TRTI, Pune invites online Expression of Interest (EOI), in two Bid system (Technical Bid & Commercial Bid) from Companies / Firms / Institutions for providing an end-to-end Solution as SAAS for Online Processing of IFR and CFR Claims towards implementation of The Scheduled Tribes and Other Traditional Forest Dwellers (Recognition of Forest Rights) Act, 2006 and its Amendment Rules, 2012.

Submission of a proposal in response to this notice shall be deemed to have been done after careful study and examination of this document with full understanding of its terms, conditions and implications.

The complete Bid Document is available on the website <https://maharashtra.etenders.in> for downloading. The downloaded Bid Document shall be considered valid for participation in the electronic Bidding process (e-Tendering) subject to the submission of required tender/Bid Document fee and EMD.

To participate in online Bidding process, Bidders must procure a Digital Signature Certificate (Class - II) as per Information Technology Act-2000 using which they can digitally sign and encrypt their electronic Bids.

Section-2: Key Events & Dates

1. Key Events and Dates

Sr. No.	SWD Stage	Vendor Stage	Start Date & Time	Expiry Date & Time	Envelopes
1	Release Tender	-	30/09/2021	29/10/2021 17:00	-
2.	Pre-Bid Meeting	-	11/10/2021 16:00	-	-
3.	Technical Bid Opening		01/11/2021	01/11/2021	Technical Envelop T1
4.	Commercial Bid Opening	-	To be intimated later		Commercial Envelop C1

2. Other Important Information Related to Bid

Sr. No.	Item	Description
1	Earnest Money Deposit (EMD) (To be paid online)	Rs.5,00,000/- (Rs. Five Lakhs Only)
2	Tender Fee (To be paid online)	Rs.15,000/- (Rs. Fifteen Thousand Only)
3	Bid Validity Period	One hundred and twenty (120) days from the date of submission of Bid.
4	Last date of signing contract	As intimated in work order of TRTI

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Signature

Section-3: Instructions to Bidders

1. Background of TRTI

TRTI (TRTI), Pune is an Autonomous Institute of Tribal Development Department, Government of Maharashtra. The Institute is proposing to engage a Company / Firm / Institution who can provide an end-to-end online solution for online processing of IFR and CFR Claims towards implementation of The Scheduled Tribes and Other Traditional Forest Dwellers (Recognition of Forest Rights) Act, 2006 and its Amendment Rules, 2012.

2. Bid Process

The Bidder has to submit a Bid online in **two envelope systems**, one containing **Technical Bid** and other containing **Commercial Bid** for “**Providing an end-to-end Solution for Online Processing of IFR and CFR Claims towards implementation of The Scheduled Tribes and Other Traditional Forest Dwellers (Recognition of Forest Rights) Act, 2006 and its Amendment Rules, 2012**”.

The Bidder can submit Bid online, provided that the Bidder can arrange adequate resources within 30 days of award of contract, to provide the said solution for which the Bid is submitted. Failure to arrange the resources, within 30 days, the award of the contract will be cancelled and the EMD will be forfeited.

3. Tender Fee(Non-Refundable)

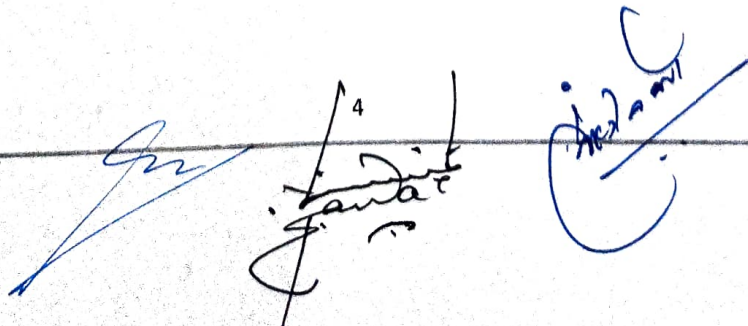
The Bidders are requested to deposit the **Tender Fee of Rs.15,000/-** online. Proof of the same should be attached with the Technical Bid. It is to be noted that the Tender Fee is non-refundable. However, Tender Fee will be refunded in case of cancellation of overall tender process(i. e., if the tender process is cancelled by TRTI.)

4. Earnest Money Deposit

The Earnest Money Deposit (EMD) of Rs.5,00,000/- is required to be deposited online. Proof of the same should be attached with the Technical Bid.

- a. The EMD shall be denominated in Indian Rupees only.
- b. No interest will be payable to the Bidder on the amount of the EMD.
- c. Bids submitted without adequate EMD is liable for rejection.
- d. EMD of unsuccessful Bidders will be refunded after completion of Bid.

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e. EMD shall be non-transferable.

f. The EMD may be forfeited:

- i. If a Bidder withdraws his Bid or revises/ increases his quoted prices during the period of Bid validity or its extended period, if any.
- ii. If successful Bidder fails to sign the Contract within the time specified by TRTI.
- iii. If during the Bid process, a Bidder indulges in deliberate act that would jeopardize or unnecessarily delay the process of Bid evaluation and finalization. The decision of the TRTI regarding forfeiture of the Bid Security shall be final and binding upon Bidders.

5. Transfer of Bid

The Bid/EOI Document are not transferable. The Bidder who purchases the Bid Document and submits the Bid shall be the same.

6. Consortium and Joint Ventures

Bids of joint venture/consortium/sub contracting will not be accepted.

7. Completeness of Response

- a) Bidders are advised to study all instructions, forms, terms, requirements and other information in the Bid Documents carefully. Submission of Bid shall be deemed to have been done after careful study and examination of the Bid Document with full understanding of its implications.
- b) The response to this EOI should be full and complete in all respects. Failure to furnish all information required by the EOI document or submission of a proposal not substantially responsive to the EOI document will be at the Bidder's risk and may result in rejection of their Proposal.

8. Place of opening of EOI

The EOI will be opened online in the Office of **Tribal Research and Training Institute, 28, Queens Garden, Pune -411001** on the scheduled date(s).

9. Bid Preparation Costs

The Bidder shall submit the Bid at its cost and TRTI shall not be held responsible for any cost incurred by the Bidder. Submission of a Bid does not entitle the Bidder to claim any cost and rights over TRTI and TRTI shall be at liberty to cancel or modify any or all Bids without giving any reason thereof. All materials submitted by the Bidder shall be the absolute property of TRTI and no copyright /patent etc. shall be entertained by TRTI.

10. Amendment of EOI Document

- a) If TRTI deems it appropriate to revise any part of this EOI or to issue additional data to clarify an interpretation of provisions of this EOI, it may issue supplements to this EOI. Any such corrigendum shall be deemed to be incorporated by this reference into this EOI.
- b) All the amendments made in the document would be published subsequently on the website of Government of Maharashtra <https://maharashtra.etenders.in> and also on TRTI website <https://trti.maharashtra.gov.in/> and shall be part of the document.
- c) The Bidders are advised to visit the aforementioned website on regular basis for checking latest updates of this EOI document. TRTI also reserves the rights to amend the dates mentioned in this EOI for successful Bid process.

11. Pre- Bid Meeting

Pre- Bid meeting is open to all prospective Bidders. The same will be held on 11/10/2021 at 16:00 hrs. in the Office of Tribal Research and Training Institute, 28,Queens Garden, Pune-411001

12. TRTI's Right to Terminate the Process

TRTI may terminate the EOI process at any time and without assigning any reason. TRTI shall not be held responsible for any cost incurred by the Bidder in Bid preparation. TRTI reserves the right to amend/edit/add or delete any clause of this Bid Document. However, this will be informed to all and will be compare to the Bid.

13. Language of Bids

This Bid should be submitted in English language only .If any supporting documents submitted are originally in Marathi or Hindi language then that will be accepted as it is.

14. Bid Submission Format

The entire proposal shall be submitted strictly as per the format specified in this Bid Document. Bids with deviation from this format are liable for rejection.

15. Submission of Bids

The Bidder should submit the Bid online, which shall comprise of the following two envelopes(Two envelope systems shall be followed for the Bid):

- A. Technical Bid(Proposal), including relevant credentials
- B. Commercial Bid(Proposal).

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[Handwritten signatures and marks]

16. Technical Bid

The Technical Bid should consist of all details, save and except the price as per Annexure-I. Technical Bid should be clearly superscribed as "Selection of SAAS Provider Agency for Providing an end-to-end Solution for Online Processing of IFR and CFR Claims towards implementation of The Scheduled Tribes and Other Traditional Forest Dwellers (Recognition of Forest Rights) Act, 2006 and its Amendment Rules, 2012".

a) Pre-qualification Requirements of the Provider is as under:

- i. The Provider should be registered and should have previous experience of providing similar such solutions. Proof of registration should be submitted.
- ii. The Provider should have a minimum 5 years of experience. Period before the date of registration of the provider will not be considered.
- iii. The Provider should have average financial turnover of at least Rs.1,00,00,000 (Rupees ONE Crores) last three financial years and should be an Income Tax payer. Proof of payment of income taxes for last 3 years to be enclosed.
- iv. The Provider should be able to provide the proposed online solutions as per the specifications specified by TRTI, and also as per the changes/amendments therein from time to time.
- v. The Provider should have adequate technical and allied manpower to provide the proposed solution.

b) Mandatory Documents to be uploaded with Technical Bid (Envelope No.1)

- i. Technical Bid Form (Annexure I).
- ii. Copy of valid Registration Certificate of the Company / Firm / Institution.
- iii. Computer generated deposit receipt for Tender Fee & EMD.
- iv. GST Registration Certificate, if applicable.
- v. PAN Card Copy
- vi. Income tax returns for last 3 financial years
- vii. Document supporting Annual Turnover : Income and Expenditure Statement / Statement of Profit & Loss and Balance Sheet of last 3 financial years.
- viii. Supporting document (If any) for having empanelled by any government organization/department/autonomous organization of the government for providing similar such solution.
- ix. Photographs of all infrastructure and facilities.
- x. Self-declaration for not black-listed by any of the Govt./Semi Govt. Organization.
- xi. Self-declaration for not having criminal case against any Governing member/Partner/Director.

Note: The Commercial Bid will be opened only after the opening and scrutiny of the Technical Bid.

The Commercial Bids of only those Bidders will be opened whose Technical Bids are qualified.

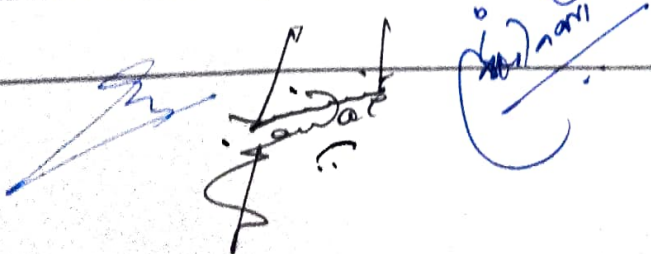
17. Commercial Bid:

The Commercial Bid will contain only the Commercial Bid as per Annexure-II, duly filled in and signed and must be clearly superscribed as "Selection of SAAS Provider Agency for Providing an end-to-end Solution for Online Processing of IFR and CFR Claims towards implementation of The Scheduled Tribes and Other Traditional Forest Dwellers (Recognition of Forest Rights) Act, 2006 and its Amendment Rules, 2012".

18. Disqualification:

The Bidder should ensure that all the required documents, as mentioned in this EOI / Bidding Document, are submitted along with the Bid. Non submission of the required documents may lead to the rejection of the Bid submitted by the Bidder. Besides other conditions and terms highlighted in the tender document, Bids may be rejected/disqualified under following circumstances:

- In case the Bidder fails to meet the Bidding requirements as indicated in this Bid /EOI or not submitted the



Bid in accordance with the procedure and formats prescribed in this document.

- During validity of the Bid, or its extended period, if any, the Bidder increases his quoted price.
- Incomplete Bid or failure to furnish all information required as per tender document and failure to furnish proofs for information provided.
- Bid is received after due date and time.
- Bid is not accompanied by all the requisite documents.
- Bids submitted without or with improper EMD
- Bids without signature of person(s) duly authorized on required pages of the Bid.
- Bids with out power of authorization and any other document consisting of adequate proof of the ability of the signatory to bind the Bidder.
- If the information provided by the Bidder is found to be incorrect/misleading at any stage/time during the Tendering Process.
- Technical Bid containing commercial details or revelation of prices in any form or by any reason before opening the Commercial Bid.
- Commercial Bids that do not conform to the Tender's Commercial Bid format(Annexure-II).
- The Bidder not conforming to unconditional acceptance of full responsibility of providing services in accordance with the Agreements of this tender.
- If the Bid does not conform to the time lines indicated in the Bid.
- If the purchaser of the Bid(i.e. ,who pay Tender Fee and EMD)and submitter of the Bid is different.
- Any effort on the part of a Bidder to influence the Bid evaluation, Bid comparison or contract award decisions by unlawful/corrupt/fraudulent means at any point of time during the Bid process.
- Bidder fails to enter into a Contract within 10 Days of the date of issue of Letter of Empanelment / Award of Contractor within such extended period, as may be specified by the TRTI.
- While evaluating the proposals (Bids), if it comes to the knowledge of TRTI, expressly or implied, that some Bidders may have colluded in any manner whatsoever or otherwise joined to form an alliance resulting in delaying the processing of proposal, then the Bidders so involved are liable to be disqualified for this contract as well as for a further period of three years from participation in any of the EOI floated by the TRTI.
- Bidder doesn't agree to the any one or more Terms and Conditions of the Bid.

19. Opening of Bid

- a) **Envelope No. 1** containing the **Technical Bid** shall be opened online in the office of TRTI, in the presence of the Bidder/ representatives of Bidder who choose to attend, at the address, date and time specified in the EOI.

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b) **Envelope No. 2** containing **Commercial Bid** of the Bidders, who have qualified in the Technical Bid, shall only be opened, in the office of TRTI, in the presence of the Bidder/ representatives of Bidder who choose to attend, at the address, date and time specified in the EOI.

20. Evaluation of Technical and Commercial Bid:

Bid Evaluation Committee formed by Commissioner, TRTI will evaluate the Technical and Commercial Bid and submit its recommendation to Commissioner, TRTI. Decision of the Commissioner, TRTI would be final and binding upon all the Bidders.

A. Evaluation of Technical Bid

The evaluation of the Technical Bid will be carried out in the following manner:

- i. The Bidder's Technical Bid will be evaluated as per the requirements and evaluation criteria as mentioned in this Bid Document. The Bidders are required to submit all required documentation in support of the evaluation criteria.
- ii. At any time during the Bid evaluation process, the Committee may seek written clarifications from the Bidders. The Committee may seek inputs from their professional and technical experts in the evaluation process.
- iii. The Committee reserves the right to do a reference check of the past experience stated by the Bidder. Any feedback received during the reference check shall be taken into account during the Technical evaluation process.
- iv. The technical scores of the Bidders will be announced prior to the opening of the Commercial Bid.
- v. The Commercial Bid will be opened only after the opening and scrutiny of the Technical Bid. The Commercial Bids of only those Bidders will be opened whose Technical Bids are qualified.

Technical Evaluation Criteria:

S.No.	Criteria	Supporting Documents	Description	Maximum Marks
1	Previous experience of the Bidder of having provided similar such solution to any Government organization/department / autonomous organization of The government.	<p>a. Copies of Award of Contract / Work Order / Purchase Order</p> <p>b. Any confirmatory document (experience certificate / testimonials / stakeholders' feedback)</p>	<p>Total number of similar projects successfully completed, and number of instances of the project that are active as on the date of Bidding:</p> <p>a. 1 Project -5 Marks</p> <p>b. 2 or more than 2 Projects - 10Marks</p>	10

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2	Financial Turnover of the Provider / Company	a. Audited financial statements. b. Income Tax Returns(ITRs)	a. Average Annual Financial Turnover of the Provider/ Company is above Rs.1 crore in last 3 FY-10 Marks b. Average Annual Financial Turnover of the Provider/ Company is Rs. 1 crore in last 3 financial years-5 Marks	10
3	Use of Open Source Platforms and/or Open Source Technologies in the past projects as mentioned above	Detailed documents of technologies used in past similar projects	a. Having used Open Source Platforms, Technologies and Databases - 10 Marks b. Having used Proprietary / Licensed platforms, softwares and databases - 5 Marks	10
4	Engaged by any state in India, any Govt. Organization/ Department/ Autonomous organization for providing similar such solution(s) as an add-on to any existing projects of other providers.	Supporting document (Work Order, Empanelment letter, MOU, Agreement) for having engaged by any government organization/department /autonomous organization of the government for providing similar such add-on solution.	a. Engaged by at least three States / Govt. Organizations / Departments / Autonomous organizations for providing similar such solution - 10 Marks b. Engaged by at least one Govt. Organization / Department / Autonomous organization for providing similar such solution - 5 Marks	10
5	Creativity and Presentation:	Presentation must cover the aspects given in the adjacent column:	a. Concept and overall approach of the solution. b. Prototype of a similar project to be created and presented to the TRTI Evaluation Committee. Note:- The capacity to complete the job within the given time-frame and with desired quality will also be considered.	60
Total				100

The minimum qualifying marks required in technical criteria is 70 Marks (i.e. 70%). The Bidders whose score minimum 70 Marks shall be considered for Commercial Bid evaluation. The Bidders who do not score minimum qualifying marks of 70%, their Bids shall be rejected and will not be considered for Commercial Bid evaluation. Total number of score should be equivalent to 100.

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C. Selection Method: Quality Cost Based System (QCBS)

The Bidder criteria for awarding the contract will be calculated based on the QCBS methodology. The weightage of Technical Score to Financial Score would be in the ration of 80: 20. Kindly refer the illustration below for understanding of the evaluation process

ILLUSTRATION

The following is the procedure for evaluation for the award of tender:
The technical and financial scores secured by each bidder will be added with weight of 80:20 respectively and a Cumulative Bid Score arrived at, using the formula:
 $CS = TS * 0.8 + FS * 0.2$

Where

CTFS is Combined Technical and Financial Score;

TS = Technical bid Score;

FS = Financial bid Score

The bidder with highest Combined Technical and Financial Score (CTFS) will be the successful bidder and be eligible to become the service provider

Stage 1: Technical Bid Evaluation (TS)

Bidder Details	Technical Marks obtained	Applying weightage of 80% to the TS
Bidder 1	95	$95 * 0.8 = 76$
Bidder 2	87	$87 * 0.8 = 69.6$
Bidder 3	68	Will not be assessed
Bidder 4	79	$79 * 0.8 = 63.2$

*Since the eligible Technical Score should be 70 and above Bidder 3 is rejected

Stage 2 : Conversion of Financial Bid Amount to Score (FS)

Bidder Details	Financial Bid Amount	Financial Score (LFB/F*100)	Financial Score after applying 20% weightage (FS * 0.2)
Bidder 1	150000	$110000/150000 * 100 = 73.33$	$73.33 * 0.2 = 14.66$
Bidder 2	130000	$110000/130000 * 100 = 84.61$	$84.61 * 0.2 = 16.92$
Bidder 4	110000	$110000/110000 * 100 = 100$	$100 * 0.2 = 20$

LFB – Lowest Financial BidF – Quoted Amount

Stage 3 : Combined Technical and Financial Score (CTFS) with weightage of TS:FS as 80:20

Bidder Details	Technical Score- TS (after applying 80% weightage)	Financial Score- FS (after applying 20% weightage)	CTFS = TS+FS
Bidder 1	76	14.66	87.99
Bidder 2	69.6	16.92	86.52
Bidder 4	63.2	20	83.2

*Contract would be awarded to Bidder 1

B. Composite Score of the Bidders

Composite score of the Bidders for the Bid shall be worked out as under:

Bidder	Technical Score(X)	Financial Score(Y)	Weighted Technical Score(80%of X)	Weighted Financial Score(20%of Y)	Composite Score (F= D+E)
A	B	C	D	E	F
1					
2					
3					
4					

21. Award of contract

Bid Evaluation Committee formed by Commissioner, TRTI will evaluate the Commercial Bid and Technical Bid as stated above, and submit its recommendation to Commissioner, TRTI. TRTI may empanel one or more eligible Bidder or cancel the Bid on the basis of their composite score and recommendation of the Bid Evaluation Committee. Decision of the Commissioner, TRTI would be final and binding upon all the Bidders. TRTI will notify the acceptance of Bid to the successful Bidder.

22. Signing of Contract

Once TRTI notifies the successful Bidder that his Bid / proposal has been accepted, TRTI shall enter into a separate Agreement, incorporating the conditions of the Bid / EOI and its amendments and any special conditions during negotiations between the TRTI and the successful Bidder. In case the successful Bidder is unable to execute contract within 15 days, TRTI shall forfeit the Earnest Money Deposit (EMD) and cancel its Bid. Bidders should note that the decision of the Commissioner, TRTI will be binding on him.

Section 4 -Broad Functionalities required in the Online Software

Purpose of proposed software

1. The main objective is effective implementation of the Scheduled Tribes and Other Traditional Forest Dwellers (Recognition of Forest Rights) Act 2006 and Rules 2008 and Amendment Rules 2012. It should allow individuals / groups and villages / padas from the Scheduled Tribes and Other Traditional Forest Dwellers to file claims about Individual Forest Rights or Community Forest Rights related to forest land in a smooth fashion, to check the current status of the claims filed and to be able to get the Forest Rights Certificate with minimum possible process.
2. The system should allow submission of Forest Rights claims, verification of claims, to achieve unison in the decision making process, to be able to support it as well as for the possible planning and review of recognition of Forest Rights throughout Maharashtra State using Information Technology.
3. The standard workflow and process of handling IFR and CFR claims as per the above Act is as enumerated below:-
 - a) A claimant submits his application to the Forest Rights Committee (FRC).
 - b) The FRC then scrutinizes the received IFR / CFR claims and forwards them with their recommendations to the Gram Sabha.
 - c) The Gram Sabha thereafter convenes a meeting to consider the claims / proposals received at the Forest Rights Committee and forward the proposals, with its recommendations, to the Sub-Divisional Level Committee (SDLC).
 - d) The SDLC then scrutinizes the claims and documents forwarded by the Gram Sabha, endorses its recommendations as Approved or Not Approved (as the case may be), and submits them to the District Level Committee (DLC) for its final decision. This is also communicated to the claimant in writing.
 - e) Thereafter the DLC conducts a meeting, scrutinizes the claims and documents forwarded by the SDLC, and decides as per the available documents whether to approve or not to approve the claims. Title Deeds are also distributed to the claimants whose claims are admitted and approved. If the claims are not approved, the DLC issues a written order to the claimants, specifying the reasons for not approving the claims.

Minimum Features required in the proposed software

- The online software will have to be hosted on Cloud servers, to be provided by the Provider.
- Home page design.
- **Scanning and uploading all relevant documents of approx 3,80,000 IFR cases and 12,000 CFR cases received as on date.**
- Various Modules development in consultation with the FRA Cell and FRA Co-Ordinators of TRTI.
- Registering Village Forest Rights Committees in the system.
- Registering individual Forest Rights claims using individual logins.
- Registering Forest Rights claims with the Village Forest Rights Committees.
- Organizing Forest Rights claims verification meetings.
- Village Forest Rights Committees should be able to file claims with the Sub-division Level Committee.
- Sub-division Level Committees should be able to scrutinize the claims.
- District Level Committees should be able to take final decision on the submitted claims.
- "Login" module (including "Forgot Username / Password" sub-modules)
- Email, SMS, and Digital Signature integration in various activities
- Online system for submission and processing of applications.
- E-mail and SMS alert notifications to applicants and Admins at every stage.
- Applicants can verify the status of their applications online through the "Track Your Application" module.
- Various related certificates and documents will have to be generated online.
- Auto-escalation to the appropriate User Levels, based on the application's current stage.
- Standardized formats for issuing
 - ❖ Acknowledgment receipts to the applicants
 - ❖ Communication with the applicants (including various Notices)
 - ❖ Generating valid orders

- Role-based Access Control Levels (which can be controlled and managed by the Admin as required)
- FAQs, detailed process flows, and RTI information
- Downloads / List of Important Documents / Latest GRs, Orders, Notifications, Circulars, etc.
- Feedback Module
- Grievances Module
- Documents upload option, like copies of evidences, certificates, etc.
- Unique Application Tracking System
- Back-end CMS Development
- MIS Dashboard Development
- Bulk import facility in various modules / tables, to be accessible only to Administrators.
- Digital Signature Integration, Scrutiny Module
- Final Approval and Certificate Generation Modules
- **VGIS(Visual GeoInformatics System) Module: Processing the IFR and CFR claims involves the use of Global Positioning System (GPS) devices for surveying the forest land and creating maps by superimposing the areas (KML / KMZ / SHP) through the use of GPS features. GPS surveys will be done by the way of measuring lands through the GPS machines, and then surveying the fields along with generating maps in the GPS. The proposed software should enable mapping the area on the maps, and should enable a "Decision Support System" for processing the IFR and CFR applications by displaying the superimposed maps together with a "History" feature prior to year 2005.**
- This process of Geo-Referencing of lands related to FRA Claims entails the following:
 - f) Use of high accuracy GPS Survey, Remote Sensing and Modern GIS Technologies.
 - g) Collection and processing of all types of data, maps and documents relating to land in all FRA claims.
 - h) Collection and interpretation of high resolution satellite imagery and web maps to identify and map the areas related to all FRA claims
 - i) Field verification of boundaries related to all FRA claims confirmed through GPS Survey, Remote Sensing and Modern GIS Technologies by Tribal Development, Forest and Revenue Department officials.
 - j) GIS mapping of other topographic features referring to satellite image, toposheets and preparation of boundary maps with GPS boundary coordinates.
 - k) To sanitize, collate, and certify the technical authenticity of all GPS surveyed and Geo-referenced data of land related to all FRA claims.
 - l) Providing Technical Support and Inter-departmental coordination support to TRTI and FRA Co-ordinators in executing the VGIS module.
 - m) Hand-held GPS devices will have to be provided to the survey teams / FRA team members and these personnel will have to be trained for using GPS devices effectively.
 - n) Any other necessary requirements which are not mentioned in this Bid Document, but may arise in the course of executing this work of Geo referencing of land related to all FRA claims.
- Any third-party or API Integration, as and when required by TRTI
- Training and hand-holding of all stakeholders and end users on the effective and successful use of the online software.
- **Note:-** The above list of features is not exhaustive, and will have to be revisited as the actual working demands.
-

The bottom of the page features several handwritten signatures and initials in blue ink. On the left, there is a large, stylized signature. In the center, there are several smaller initials and a signature. On the right, there is a circular stamp or signature. The page number '14' is printed above the central signatures.

Other Technical Details

4. The software should be developed using one of the available Open Source platforms, databases, and softwares.
5. Licensing costs, if at all any, will have to be handled, managed, and borne and paid for by the Provider / Company.
6. **Implementation Schedule:** The Provider will complete the implementation processes for the proposed online software within stipulated time-period after receipt of Award of Contract or Work Order. Following are the major milestones during the period:
 - (a) Software Requirement Specification
 - (b) System Design Document
 - (c) Test plan finalization and approval by TRTI.
 - (d) Information Security Document
 - (e) System Audit ,Test Results acceptance.
 - (f) Test Specifications, Plan and Test Results
 - (g) User Acceptance of User Interface design of the application.
 - (h) End Users and Administrator's Training Manuals.,
 - (i) The service provider will work closely with the committee constituted by TRTI and Project Co-coordinator (TRTI Official).

Section-5:General Conditions of Contract

General Terms and Conditions

1. Conditional Bids (EOI Proposals) are liable for rejection.
2. Intending Bidders can have detailed information from the office of TRTI, Pune during office hours.
3. The Bid Evaluation Committee formed by Commissioner, TRTI will shortlist the Providers and will recommend to the Commissioner, TRTI for Award of Contract / Work Order.
4. The Bid Evaluation Committee (Selection Committee) constituted by Commissioner, TRTI, reserves the right to reject any or all tenders with out assigning any reason.
5. The initial duration of the Project will be of **12 months**. This can be extended subsequently, depending upon Government's requirements and performance result of the solution during the previous one year.
6. The selected Provider shall enter into a Contract Agreement and Non-Disclosure Agreement on a non-judicial stamp paper of Rs.500/-, with terms and conditions as per the format specified by the Commissioner, TRTI, Pune within 15 days from the receipt of Award of Contract / Work Order, failing which the EMD will be forfeited.
7. TRTI reserves the rights of over all monitoring of the hosted solution periodically.
8. The Commissioner, TRTI ,Pune including the authorized Officers of the TRTI shall have the power to instruct/direct the Provider to make alterations/variations in the software specifications, based upon feedbacks from users concerned.

9. Failure to abide by the Agreement:

The conditions stipulated in the agreement shall be strictly adhered to and violation of any of the conditions will entail termination of the contract without prejudice to the rights of the TRTI with such penalties as specified in the Bidding document and the Agreement.

10. Confidentiality of the Document

This Tender Document is confidential and the TRTI shall ensure that anything contained in this Tender Document shall not be disclosed in any manner, whatsoever.

11. Jurisdiction and applicable Law

In case of any dispute arising out of the terms and conditions of contract or assignment, the matter shall be governed by the laws of India (both substantive and procedural) at that time being in force and shall be subject to exclusive jurisdiction of the Courts at Pune City.

12. Force Majeure

Notwithstanding the provisions of the Offer Document, the Vendor or TRTI 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 an event of Force Majeure. For purposes of this clause, "Force Majeure" means an event beyond the control of the Vendor and not involving TRTI or Vendor's fault or negligence and not foreseeable. Such events may include, but not restricted to wars, revolutions, epidemics, natural disasters etc. If force majeure situation arises, the Vendor shall promptly notify TRTI in writing of such condition and cause thereof. Unless otherwise directed by TRTI in writing, the Vendor shall continue to perform his obligations under contract as far as possible.

ANNEXURE-I

(To be submitted on Bidder letterhead)

Technical Bid for Selection of SAAS Provider Agency for Providing an end-to-end Solution for Online Processing of IFR and CFR Claims towards implementation of The Scheduled Tribes and Other Traditional Forest Dwellers (Recognition of Forest Rights) Act, 2006 and its Amendment Rules, 2012

To,
**The Commissioner,
TRTI.**

Subject: "Technical Bid for Selection of SAAS Provider Agency for Providing an end-to-end Solution for Online Processing of IFR and CFR Claims towards implementation of The Scheduled Tribes and Other Traditional Forest Dwellers (Recognition of Forest Rights) Act, 2006 and its Amendment Rules, 2012".

Reference: E - Tender No. Dated

Respected Sir,

I / We hereby offer to submit the Technical Bid for Selection of SAAS Provider Agency for Providing an end-to-end Solution for Online Processing of IFR and CFR Claims towards implementation of The Scheduled Tribes and Other Traditional Forest Dwellers (Recognition of Forest Rights) Act, 2006 and its Amendment Rules, 2012

I / We have read, and understood the contents of the tender/Bid and further state that I / We unconditionally accept and abide by the terms & conditions specified therein.

I/We submit the Technical Bid asunder

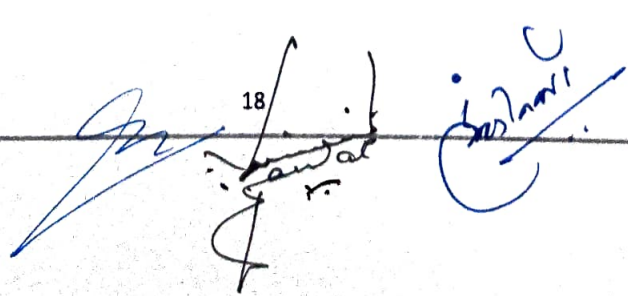
1.	Name and address of the registered office of the Provider / Vendor	
2.	Name and contact number of Head / Chairperson /President/Partner/Director	
3.	Location at which the Provider / Vendor normally conducts his business.	
4.	Contact Person's Name and Designation	
5.	Contact No.	
6.	Date of Establishment as per Documents of Establishment /Registration.	
7.	a) Whether the Company is registered(Yes/No)	
	b) If Yes, under which Act. It is registered(Legal status)	
	c) Registration Number	
	d) Date of Registration	
	e) Date of Expiry if any	
8.	a) Whether GST payee.	
	b) Mention GST number	
9.	a) Whether Income tax payee.	
	b) Mention Permanent Account Number(PAN) of the Institution or Head of the Company.	

10. Total financial turnover per year for the last 3 financial years as per income tax return and financial statement.	2018-19	2019-20	2020-21								
11. Total years of experience of the Company in the area of Software Development / SAAS Development (Period before the date of registration of the Provider / Company is not considered).											
12. Year-wise number of successful similar such projects developed in the last 3 years and are active:	<table border="1"> <thead> <tr> <th data-bbox="175 367 696 415">Name / Other Details</th> <th data-bbox="696 367 847 415">2018</th> <th data-bbox="847 367 1029 415">2019</th> <th data-bbox="1029 367 1210 415">2020</th> </tr> </thead> <tbody> <tr> <td data-bbox="175 415 696 499"></td> <td data-bbox="696 415 847 499"></td> <td data-bbox="847 415 1029 499"></td> <td data-bbox="1029 415 1210 499"></td> </tr> </tbody> </table>			Name / Other Details	2018	2019	2020				
Name / Other Details	2018	2019	2020								
13. Details/ particulars of the numbers shown above (successful similar such projects developed in the last 3 years and are active):											
14. Whether all the documents specified in the above points are uploaded with Technical Bid (Yes/No)											
15. Any other details:											

Date:

Name, Designation and Signature of authorized representative of the Provider / Company

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ANNEXURE-II

(To be submitted on Bidder letterhead)

Commercial Bid for Selection of SAAS Provider Agency for Providing an end-to-end Solution for Online Processing of IFR and CFR Claims towards implementation of The Scheduled Tribes and Other Traditional Forest Dwellers (Recognition of Forest Rights) Act, 2006 and its Amendment Rules, 2012

To,

**The Commissioner,
TRTI**

Subject: Commercial Bid for Selection of SAAS Provider Agency for providing an end-to-end Solution for Online Processing of IFR and CFR Claims towards implementation of The Scheduled Tribes and Other Traditional Forest Dwellers (Recognition of Forest Rights) Act, 2006 and its Amendment Rules, 2012

Reference: Tender No.

Dated Respected Sir,

I/We here by offer to submit the Commercial Bid as a SAAS Provider Agency for providing an end-to-end Solution for Online Processing of IFR and CFR Claims towards implementation of The Scheduled Tribes and Other Traditional Forest Dwellers (Recognition of Forest Rights) Act, 2006 and its Amendment Rules, 2012

I/We have read, and understood the contents of the tender and further state that I/We unconditionally accept and abide by the terms&conditions specified there in.

I/ We submit the Commercial Bid as under:

Sr. No.	Details	Total Cost of Designing, Coding, Development, Cloud Hosting, Training, hand-holding, and one year maintenance from the date of installation / hosting /commissioning	
		Amount(Rs.)	In words
1.	Providing an end-to-end SAAS Solution for Online Processing of IFR and CFR Claims towards Implementation of The Scheduled Tribes and Other Traditional Forest Dwellers (Recognition of Forest Rights) Act, 2006 and its Amendment Rules, 2012		

Note: Applicable Taxes will be in addition to the above total cost, as

shown.Date:

Name, Designation and Signature of authorized representative of the Provider / Company

ANNEXURE-III

(Declaration of the Provider / Company on the letterhead)

Date:

To,

**The Commissioner,
TRTI**

Subject: Tender for Selection of SAAS Provider Agency for providing an end-to-end Solution for Online Processing of IFR and CFR Claims towards implementation of The Scheduled Tribes and Other Traditional Forest Dwellers (Recognition of Forest Rights) Act, 2006 and its Amendment Rules, 2012

Respected Sir,

I/We.....do hereby submit tender/Bid for providing an end-to-end Solution as SAAS for Online Processing of IFR and CFR Claims towards implementation of The Scheduled Tribes and Other Traditional Forest Dwellers (Recognition of Forest Rights) Act, 2006 and its Amendment Rules, 2012, as per the quoted rates and in all respects in accordance with the terms and conditions as mentioned in the Bid Document.

I/We have paid an amount of **Rs.5,00,000/- (Rupees Five Lakhs only)** towards EMD and I/We are aware that the EMD will not bear any interest.

If this tender is accepted, I/We agree to abide by and fulfill all the terms and conditions of the contract.

I/We hereby distinctly and expressly declare and acknowledge that before submission of this tender; I/We have carefully followed the instructions.

I/We distinctly agree that I/We would hereafter make no claim or demand upon the Commissioner, TRTI based upon or arising out of any alleged misunderstanding or misconceptions or mistake on my / our part of the said contract, agreements, stipulations, restrictions and conditions.

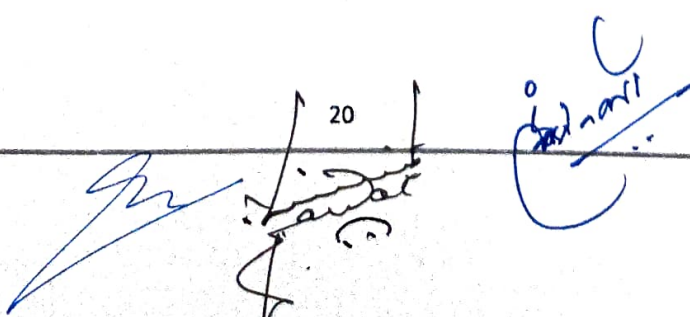
Any notice required to be served on me / us shall be sufficiently served on me / us by post (registered or ordinary) or courier or left at my/our address given herein.

I / We fully understand the terms and conditions of the contract to be entered into between me/us and the TRTI, Pune and the written agreement shall be the foundation of the rights of both the parties and the contract shall not be deemed to be complete until an agreement has been signed by me/us and the TRTI, Pune.

Dated this..... day of2021.

Place:

**Name, Designation and Signature of
representative of the Provider /Company**

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ANNEXURE-IV

(To be given by the Bidder on its letterhead at the time of uploading the completed tender)

Date:

To,

**The
Commissioner,
TRTI**

DECLARATION

NATURE OF SERVICE: Providing an end-to-end Solution as SAAS for Online Processing of IFR and CFR Claims towards implementation of The Scheduled Tribes and Other Traditional Forest Dwellers (Recognition of Forest Rights) Act, 2006 and its Amendment Rules, 2012

I/We have read the Tender documents and related matters carefully and diligently and that I/We have uploaded the tender having studied, understood and accepted the full implications of the agreement.

The requirements of the tender agreement stated here in will be fulfilled by me/us to the satisfaction of the Commissioner, TRTI, Pune.

Place:

**Name, Designation and Signature
of representative of the Provider /
Company**

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