

कार्यालय नगर पालिक निगम, रायगढ़ (छ.ग.)

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क्र. ०१६/रा.वि./न.पा.नि./2023

रायगढ़ दिनांक. ०६.०६.२०२३

॥ मैन्युअल पद्धति द्वितीय निविदा आमंत्रण सूचना ॥

नगरपालिक निगम रायगढ़ द्वारा निम्नांकित कार्य हेतु पात्र एवं दक्ष एजेंसियों से निर्धारित निविदा प्रपत्र "बी" में दो लिफाफा पद्धति में स्पीड पोस्ट/रजिस्टर्ड डाक से दर आमंत्रित किया जाता है। निविदा प्रपत्र हेतु आवेदन की अंतिम तिथि २७.०६.२३ समय ५:३० बजे तक, निविदा प्रपत्र जारी करने की अंतिम तिथि २७.०६.२३ समय ०५:०० बजे तक, निविदा प्राप्त होने की अंतिम तिथि २८.०६.२३ समय ०५:०० बजे तक। निर्धारित समयावधि में प्राप्त लिफाफाओं को अंतिम तिथि ३०.०६.२३ समय ०४:०० बजे तक खोला जावेगा।

क्र.	कार्य का नाम	प्रस्तावित लागत (राशि लाख में)
1	Software Design Development & maintenance of property tax & other revenue taxes management system.	14.95

निविदा संबंधी विस्तृत जानकारी नियम व शर्तें कार्यालयीन अवधि में कार्यालय में प्राप्त की जा सकती है तथा वेबसाइट www.nagarnigamraigarh.com पर उपलब्ध होगी।

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नगर पालिक निगम,
रायगढ़ (छ.ग.)

पृ.क्रमांक/०१६/रा.वि./न.पा.नि./2023

रायगढ़ दिनांक. ०६.०६.२०२३

प्रतिलिपि:-

- मान.महापौर/सभापति/नेता प्रतिपक्ष/राजस्व प्रभारी नगर पालिक निगम, रायगढ़ को सूचनार्थ।
- उपायुक्त, नगर पालिक निगम, रायगढ़ को सूचनार्थ।
- कार्यपालन अभिर्यता नगर पालिक निगम, रायगढ़ को सूचनार्थ।
- प्रोग्रामर, नगर पालिक निगम, रायगढ़ को सूचनार्थ।
- सहा.जनसंपर्क अधिकारी, नगर पालिक निगम, रायगढ़ को आवश्यक प्रचार-प्रसार हेतु सूचनार्थ।
- कार्यालय अधीक्षक/लेखापाल नगर पालिक निगम, रायगढ़ को सूचनार्थ।
- कार्यालय नगर पालिक निगम, रायगढ़ के नोटिस बोर्ड में चस्पा हेतु।
- वेब साईट में अपलोड हेतु।
- संपादक को सूचनार्थ। कृप्या उक्त ऑफर सूचना का प्रकाशन साईज में किया जाकर देयक समाचार पत्र की दो प्रतियों सहित प्रेषित करें।

आयुक्त
नगर पालिक निगम,
रायगढ़ (छ.ग.)

**Manual Tender for Software Design, Development & Maintenance of
Property Tax Management System**

for

**Municipal Corporation Raigarh, District - Raigarh
(C.G.)**



Sr. No.	Particulars	Description
1	NIT No.	
2	Address	Office of the Commissioner, Municipal Corporation, Raigarh, PIN-496001, District-Raigarh (C.G.)
3	Last Date of Application for issuing Tender Form	27-06-2023 (Up to 3:00 PM)
4	Last Date of Issuing Tender Form	27-06-2023 (Up to 5:00 PM)
5	Last Date of Submission of Bid	28-06-2023 (Up to 3:00 PM)
6	Date & Time of Bid Opening	30-06-2023 4:00 PM (Scheduled)
7	Cost of the Tender Form (Rs.)	Rs. 750.00
8	EMD Amount (Rs.)	Rs. 15000.00 (Rs. Fifteen Thousand Only)
9	Time Period	21 Days

Municipal Corporation Raigarh, District-Raigarh 496001 (Chhattisgarh)

E-mail: nraigarh@ymail.com

Website: www.nagarnigamraigarh.com

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Manual Tender for Software Design, Development & Maintenance of Property Tax Management System

Terms & Conditions of the Tender

RMC (Raigarh Municipal Corporation), Raigarh invites Tender for Software Design, Development & Maintenance of Property Tax Management System. It is required to submit Rates as per following details: -

A. Design and Development of Software for

1. Property Tax Management System including online ledger maintenance, record updation, Bulk Messaging Service for pending dues, automated notice generation for defaulters, dashboard with visualizations, analytics and MIS report generation for Revenue Section of Municipal Corporation Raigarh for Office Use Only.
2. Online Tax/fees Payment System for Public Use with Zero transaction fee.
3. Printed Property tax demand register of all 48 wards with Owner detail, property detail and all tax demand amount.
4. Account Management System for Account Section of Municipal Corporation Raigarh for Office Use Only.

B. Annual Maintenance of Software for

1. Property Tax Management System including online ledger maintenance, record updation, Bulk Messaging Service for pending dues, automated notice generation for defaulters, dashboard with visualizations, analytics and MIS report generation for Revenue Section of Municipal Corporation Raigarh for Office Use Only.
2. Online Tax/fees Payment System for Public Use with Zero transaction fee.
3. Printed Property tax demand register of all wards.
4. Account Management System for Account Section of Municipal Corporation Raigarh for Office Use Only.

Communication address: -

Commissioner
Municipal Corporation Raigarh (RMC)
PIN-496001
District: - Raigarh (Chhattisgarh)

1. Eligibility Criteria:

- i) PAN Card dully attested by Notary.
- ii) Valid GST Registration dully attested by Notary.
- iii) The bidder should not be black listed by any Govt. Organization. Affidavit should be attached dully certified by the Notary.
- iv) Experience certificate/ Work order of similar work in at least 2 ULB of Chhattisgarh.

2. Earnest Money Deposit (EMD)

The EMD is refundable amount of Rs. 15000=00 (Rs. Fifteen Thousand Only) in form of FDR from any Scheduled Bank, payable at Raigarh in favor of The Commissioner, Municipal Corporation Raigarh, District-Raigarh. The soft copy of detailed NIT & documents may be downloaded from the website:www.nagarnigamraigarh.com. Without the tender cost & EMD, tender would be summarily rejected.

The EMD of the unsuccessful bidder would be returned within one month of publication of shortlisting of bidder after Financial Evaluation.

1. Final Deliverables:

- a) Design, Development and implementation of the new Software. For this the bidder has to provide rate in Financial Bid "A".
- b) Editing and Demo of the Software.
- c) Hosting of new Application.
- d) Free support for one year.
- e) Frequent updates on the application.
- f) Data backup of website content in regular interval.
- g) Upgradation of software w.r.t to latest technology.
- h) Prompt and Proper Maintenance of software for next 2 years on chargeable basis. For this the bidder has to provide rate in Financial Bid "B".

2. Award criteria, award of Contract:

The procuring entity Municipal Corporation Raigarh reserves the right to accept or reject any proposal, and to annul the solicitation process and reject all proposals at any time prior to ward of contract, without there by incurring any liability to the affected Organization or any obligation to inform the affected Organization or organizations of the grounds for the organization's action.



3. Payment Terms:

S. No.	Deliverables	Payment
1	After the successful Design & Development of Property Tax Management System with Editing and Demo within 30 days.	50% Cost of Design and Development of Software.
2	After Successful Running of Software for Two Months from Demo	20% Cost of Design and Development of Software.
3	After Successful Running of Software for the next Two Months	20% Cost of Design and Development of Software.
4	After Successful Running of Software for the next Two Months	10% Cost of Design and Development of Software.
5	Yearly Updating & maintenance (AMC) of Software Application.	100% Charges to be paid One Month before Completion of the Financial Year.

4. Arbitration:

If any difference arises concerning this agreement, its interpretation on payment to them and there under, the same shall be settled out by mutual consultation and negotiation.

5. Legal Jurisdiction:

The agreement shall be deemed to have been concluded in Raigarh, Chhattisgarh and all obligations here under shall be deemed to be located at Raigarh, Chhattisgarh and Court within Raigarh, Chhattisgarh will have Jurisdiction to the exclusion of other courts.


6. Terms of Reference:

- Rate should be quote inclusive of the cost of Services, Manpower cost, transportation, exclusive all taxes as applicable.
- All information, documents, photos and data coming in the passion of firm, as a result of the execution of the job shall all at time remain the property of RMC, Raigarh.
- The firm shall not make or allow to make an unauthorized copy, use, accessor other utilization of these materials commercially or otherwise, directly or indirectly except as agreed to by the RMC, Raigarh. The firm shall also ensure complete confidentiality of the information and data provided to carrying out the job.
- The firm has to complete the job assigned within the joint agreement time and if the job is not completed within the stipulated time, a penalty @ 5% of the cost of the uncompleted job for each day will be imposed on the firm.
- The firm has to resolve any issue regarding maintenance of the software and database within a period of 1 week from the date of complain and if the job is not completed within the stipulated

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- time, a penalty @ 2% of the annual maintenance charge for each day will be imposed on the firm.
- f. The RMC, Raigarh will have no liability regarding transportation, boarding and loading of firm and their staff.
 - g. Under no circumstances the firm shall not appoint any sub contract. If violated the conditions, the firm will be terminated.
 - h. The rate quoted once will be remain firm for that particular dealing. Any Conditions of the firms along with proposal if any, shall not binding on us.
 - i. The price accepted by the committee is final and no deviation from it will be accepted in this regard.
 - j. The selected service provider / publishers will have to complete the job as per terms and conditions specified above.
 - k. The procuring entity reserves the right to accept or reject the Tender without assigning any reason thereof.
 - l. Conditional offer / bid submitted by fax/ email or after the due date and time will be rejected
 - m. Raigarh Municipal Corporation (RMC) reserves the right to unilaterally terminate the contract if there is any order / circular from the Department of Urban Administration contrary to this agreement.
 - n. The data integrity and confidentiality will be ensured by the service provider and any violation shall make the service provider liable for termination of contract.
 - o. The firm with the lowest bid (L1) will have to provide a live demo of the software within a period of one week from the date of intimation. In case of rejection of the demo software due to technical shortcomings, the next lowest bidder (L2) will be given the same opportunity.

For any query please mail to:


 Commissioner
Municipal Corporation Raigarh
District-Raigarh (C.G.)

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Technical Bid for Software Development

Sl. No.	Particulars	Documents to be attached Where ever applicable	
		Yes	No
1	Name, Address, email and telephone number of the Agency/ firm /company.		
2	Name, Designation and telephone no. of the Authorized person.		
3	Copy of PAN		
4	Copy of GST		
5	Original Copy of Affidavit in support of Non-Black Listed of the firm		
6	Experience certificate/ Work order		
7	Tender Documents with seal & Signed by the bidder with acceptance of terms & conditions of tender.		

Declaration:

This is to certify that I/We before signing this job assignment have read and fully understood all the terms and conditions contained in the document and undertake myself/ ourselves to strictly abide by them.

**Signature of the firm with Name,
Designation, seal and date**

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**for
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FINANCIAL BID (A)

Please provide detail financial implication to the organization with breakup.
(All prices / rates quoted must comply with the terms and conditions)

Sr. No.	Particulars/Items	Rate in figures	Rate in words
(A)	<u>Design and Development of Software For</u>		
1.	Property Tax Management System for Revenue Section of Municipal Corporation Raigarh for Office Use Only, Online Tax/fees Payment System for Public Use with Zero transaction fee, Printed Property tax demand register of all wards, Account Management System for Account Section of Municipal Corporation Raigarh for Office Use Only.		

Declaration:

This is to certify that I/We be for signing this job assignment have read and fully understood all the terms and conditions contained in the document and undertake myself/ourselves to strictly abide by them.

Place: -

Date: -

**Signature of the firm with Name,
Designation, Seal and Date**

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FINANCIAL BID (B)

PRICE SCHEDULE FOR ANNUAL MAINTENANCE CONTRACT (A.M.C.)

AMC Charges in Rs. Per Year

S. No.	Maintenance Period	Year	Rate in figures	Rate in words
1	First Year	2024-25		
2	Second Year	2025-26		

Declaration:

This is to certify that I/We be for signing this job assignment have read and fully understood all the terms and conditions contained in the document and undertake myself/ourselves to strictly abide by them.

Place: -

Date: -

**Signature of the firm with Name,
Designation, Seal and Date**

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