



**OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (A&E),
HIMACHAL PRADESH, SHIMLA**

Tender No: 02/2022

Website :- <https://cag.gov.in/ac/himachal-pradesh/en/tenders>

Email:- agaehimachalpradesh@cag.gov.in

No. -EDP/IT/Change Management in SAI App/40

Date:- 18.02.2022

NOTICE INVITING TENDER

The office of the Principal Accountant General (A&E), HP, Shimla invites bids for change management in SAI Pension Application- Implementation of 6th Himachal Pay commission.

This Tender/bid document containing conditions of prequalification, detailed scope of work, etc., and the tender should be submitted personally or through post/courier along with required documents to the DAG (Admn) O/o the Pr. A.G.(A&E), Himachal Pradesh, Shimla, Pin-171 003 so as to reach on or before 03.03.2022 till 3:00PM . The cost of bid document is Nil and EMD is Rs. 5,000/- (Rupees Five Thousand only).

Particulars	Tentative dates
<i>Issue of Tender Date</i>	18.02.2022
<i>Last date for submission of Tender</i>	03.03.2022– 15:00 Hrs
<i>Opening of financial bids</i>	04.03.2022– 15:00 Hrs

Sd/-

**Deputy Accountant General (Admn),
Office of the Pr. AG(A&E),HP, Shimla**

INVITATION OF BIDS

This invitation to tender is for work of Change Management in SAI Pension Application-Implementation of 6th Himachal pay commission. The bid documents may be submitted alongwith a bank Demand Draft/bankers cheque towards Earnest Money Deposit(EMD) amounting to Rs.5000/- in favor of “**Pay and Accounts Office O/o the Pr. Accountant General (A&E) Himachal Pradesh, Shimla**” drawn on any of the Nationalized Banks payable at Shimla failing which the bid will be rejected. Bidders should write their name and full address at the back of the Bank draft / banker’s cheque submitted.

1.1 Schedule Place of opening the Tenders: **Chamber of Dy. Accountant General (Admn), O/o the Pr. Accountant General (A&E) Himachal Pradesh, Shimla 04.03.2022 at 03:00PM.**

Validity of Tenders: 120 days from the date of opening of tender.

1.2 The Department reserves the right to amend or withdraw any of the terms and conditions contained in the Tender Document or to reject any or all tenders without assigning any reason. The decision of the Pr. Accountant General (A&E) Himachal Pradesh, Shimla, in this regard shall be final and binding on all.

1.3 The bidder shall sign all papers of the bid and also the pamphlets, drawings, client list, company profile etc. before submitting his bid and all pages of tender must be page marked in numeric and total no. of page enclosed in bid should be mentioned in the covering letter.

Sd/-
Deputy Accountant General (Admn.)

BACKGROUND, SCOPE OF WORK AND INSTRUCTIONS TO BIDDERS

2.1 Introduction and Background of Existing Project

This office has a Pension Application software namely SAI(Pension) based on Oracle 12c with Linux Red Hat 8.2 Operating System. The existing pension processing system software i.e. **SAI (Pension) Application of Himachal Pradesh** as well as **SAI Pension Application of Himachal Pradesh** is running with the rules & instructions with respect to the 5th Pay Commission which have Basic Pay & Grade Pay structure whereas the newly implemented 6th Pay Commission has the complete Pay Matrix for each Grade Pay system. Similarly, the Minimum/Maximum limits of Pension/Family Pension, Enhance Family Pension, DCRG, Commutation, Pay etc. has been revised in 6th Pay Commission..

2.2 Scope of proposed Work and changes required in SAI (Pension):

This work has two components one for incorporation of new rules & instructions as per 6th Pay commission and development a calculator for calculation of Revised Pay as per pay matrix from old pay to revised pay. The detailed changes involved are as follows:-

- I. Amendment of Pay structure/Grade Pay and rules/instructions as per 6th Pay Commission from the existing 5th Pay and Minimum/Maximum limits of Pension/Family Pension, Enhance Family Pension, DCRG, Commutation, Pay etc.
- II. Automatic calculator of revised Pay is required to enable user/dealing hand to input the pay as on 31/12/2015 in SAI(Pension) Application and the system calculate the revised pay as per 6th Pay Commission on 01/01/2016 and onwards upto the date of Retirement/Death taking account o Annual Increments. In case an employee/retiree get benefits of ACP & promotion on or after 01/01/2016, the SAI Pension Application should calculate the corresponding revised pay automatically. A report should also be generated in this regard with the option of printing/saving the report.
- III. The Changes shall be subject to pilot testing and validation before acceptance.

2.3 Deliverables

- A. Updated System Manual (Copied from existing one if available /Updated) or if needed to be written a fresh.
- B. Source Code
- C. Training
- D. Implementation/Warranty support.

2.4 Important Terms and Conditions:-

- I. The scheduled time for completion of the work will be 2 week (including testing) from the date of issue of work order by this office
- II. Penalty @1% of the estimated cost of work, per day will be deducted, in case of non-adherence of specified time as specified in work order/contract, subjected to Maximum 15%.
- III. The payment @ 80% of the award of the work will be released on successful completion in all respect. Balance and Final payment @ 20% will be released after 30 days of live run of the SAI Pension Application.(After final satisfactory report from user).
- IV. The vendor shall submit warranty for successful operation of the application and database after completion of the work. The warranty must be for 12 months from the date of completion of the work. The problem shall be attended on top priority by the vendor within one day.

2.5 PURCHASER's right to vary scope at the time of award

Purchaser reserves the right at the time of award of contract to increase or decrease scope of work with or without any change in other terms and conditions.

2.6 Security Deposit

The contractor shall furnish performance security to the purchaser to the extent of 10% of the value of the contract value in the form of Performance Guarantee (PG) within 2 days of award of the contract failing which necessary action including forfeiture of the Earnest Money Deposit will be taken against the contractor.

- a)** The PG will be valid for a period of 180 days beyond the stipulated date for cessation of the contract which is co-terminus with the warranty period.
- b)** No interest is payable on the PG.
- c)** PG will be realized by the purchaser in case of termination of the contract for un-satisfactory performance and/or non-performance of the contract.

2.7 Tax Deduction At source: IT and GST as applicable will be effected from the bills.

2.8 Maintenance

In addition to the services specified the selected bidder must integrate the system to make the system fully functional. It shall be bidder's responsibility to locate the exact nature of the problem(s)/ fault(s) and rectify the same, if any. The bidder must also take necessary steps to successfully connect all the System upgraded by him. The selected bidder undertakes that all problems/bugs shall be removed by remote support, telephonic support, email support and if necessary by personal visits during the period of warranty. The selected bidder shall provide the contact details like names and telephone numbers of the officials responsible for maintenance of upgraded system in the format prescribed in Section.

Signature of tenderer duly stamped and seal

Bid Letter

Date:

dd/mm/yyyy

To

**Sr. Deputy Accountant General (Admn)
Office of the Pr. Accountant General (A&E),
H i m a c h a l Pradesh, Shimla-171 003**

Reference: Tender

No 02/2022

Sir,

We hereby declare:

That we fulfill the criterion specified in the Bid Document. We hereby offer to provide the services at the prices and rates mentioned in the attached commercial bid. We do hereby undertake that, in the event of acceptance of our bid, the commencement of services shall be made as per the requirements. We affirm that the prices quoted are inclusive.

1. Bid particulars
2. This bid letter
3. Technical details of services offered
4. Statement of deviation from requirement specifications
5. Statement of deviation from tender terms and conditions
6. Warranty
7. Maintenance and service resource/infrastructure facilities

We hereby certify that the Bidder is a company and the person signing the tender is the constituted attorney.

We do hereby undertake, that, until a formal contract is prepared and executed, this bid, together with your written acceptance thereof and notification of award of contract, shall constitute a binding contract between us.

Undertaking

We have understood the requirements of this project and shall provide all services as per the requirements of this bid document.

Bidder Seal

General Information

CHANGE/MODIFICATION MANAGEMENT IN SAI PENSION APPLICATION AT THE OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL (A&E) HIMACHAL PRADESH, SHIMLA

1	Name of the Company			
2	Address (with Tel. No., Fax no. & e-mail address)			
3	Contact Number			
4	(a) Registration Number			
	(b) PAN Number			
	(c) GSTN no.			
5	Latest GST clearance certificate			
6	Letter of undertaking regarding the company is not black listed by any Govt./semi Govt. Organization or PSU.			
7	Letter of undertaking regarding acceptance of all the terms and condition of this tender document.			
8	Details of EMD Deposited and cost of Tender			
9	Demand Draft/PO Number	Name of the Bank	Amount (in Rs.)	Date

Declaration

I hereby certify that the information furnished above is full and correct to the best of our knowledge. We understand that in case found any deviation in the above statement at any stage, the company will be black-listed and will not have any deal with the Govt. offices in future. I also certify that the period of validity of this Bid is 30 days from the date of opening of the Financial Bid.

(Signature of authorized signatory)

Rate Quoted by Firm

CHANGE MANAGEMENT IN SAI PENSION APPLICATION- IMPLEMENTATION OF 6TH HIMACHAL PAY COMMISSION AT THE OFFICE OF PR.ACCOUNTANT GENERAL (A&E) HIMACHAL PRADESH, SHIMLA

Format for the submission of bid

Sr. No.	Item	Costs (In INR)
1	Incorporation of Change/Modification in SAI Pension Application mentioned under scope of work including one year onsite maintenance warranty from final signoff.	
2	Applicable Taxes	
	Grand Total	

Grand Total (in words).....

Signature and Seal of authorized signatory

Dated: