



GOVERNMENT OF ASSAM
O/o-THE PROJECT DIRECTOR

ASSAM HEALTH INFRASTRUCTURE DEVELOPMENT AND MANAGEMENT SOCIETY
4th FLOOR, NAYANTARA SUPER MARKET COMPLEX, SIXMILE, GUWAHATI – 781022

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CORRIGENDUM -1

Tender Title: Design, Development and Implementation of Human Resource Management System (HRMS) for the Medical Colleges of Assam under Medical Education & Research Department, Govt. of Assam

Tender Ref No & Date: AHIDMS/HRMS/42/2022 dated 30/11/2022

RFP Published Date: 01-12-2022

In pursuance to the Pre-bid meeting held on 15.12.2022 and queries raised by the bidders, following are the clarifications/amendments to the clauses. Intending bidders are requested to take the note of the following clarifications/amendments and accordingly shall have to submit the technical & Financial Proposal for the subject Tender:

S L N o.	Tender Clause No./Page no	Clause Details	Amendment/Clarification requested by the bidder	Final Clarification/a mendments by the Authority
1	Page No. 3	Notice Inviting Proposal	"Last date and time of Proposal submission (Online) - 10.01.2023" Considering the upcoming festive season and holidays, we request you to kindly extend the deadline by 15 days at least.	No Change RFP conditions shall prevail
2	Clause no. 7 Page no. 7 Sl no.4	Bidder should have an annual turnover of Rupees 7 cores in any of the last 3 consecutive financial Years (FY 2018-19, 2019-20, 2020-21) from only consultancy Services rendered in India	We request you to kindly exempt MSME from the Turnover criterion as per MSME guidelines (circular enclosed).	No exemption allowed for the turnover criteria
3	Caluse no. 7 Page no. 7 Sl no.4	Bidder should have an annual turnover of Rupees 7 cores in any of the last 3 consecutive financial Years (FY <u>2018-19,</u> <u>2019-20, 2020-21</u>) from only consultancy	As per the MSME rule it should be waive from the submission of EMD.	Bidders are requested to check the policy of Govt of Assam regarding EMD Exemption for MSME vendors

		Services rendered in India		before claiming any exemption. If claimed, bidder should attach the relevant notification issued by Govt of Assam.
4	Clause no – 7 Page No. 7, 8 Pt. 2 & 5	Eligibility criteria	"Firm should be in the business of providing similar HRMS for at least 5 years as on 31/3/2022" and "Bidder must have experience of Development of HRMS for 3 different Government/PSU organizations in last 10 years" We request you to consider any MIS related experience and not to limit it to HRMS only.	Bidder must have experience of Development of HRMS or similar Software for 3 different Government/PSU organizations in last 10 years
5	Clause no – 7 Page No. 7, 8 Pt. 2 & 5	Bidder must have experience of Development of HRMS for 3 different Government/PSU organizations in last 10 years	This is to inform you that most of the OEM are not participating in the tender they are allowing to other party to participate through consortium partner. We suggest that the criteria for experience would be:- The any of the partner company (Bidder and/or OEM))should have experience of Development of HRMS for 3 different Government/PSU organizations in last 10 years	Bidder must have experience of Development of HRMS or similar Software for 3 different Government/PSU organizations in last 10 years
6	Clause No -7 Page no. 8	Proposed solution to come with complete transparency including the Source Code for Customization.	We can share the Source code of those application which will be developed for you rest all standard application code would not be shared at any point of time. Request you please consider the same.	RFP condition shall prevail
7	Clause No. 7 Page no. 8 Sl no. 5	Bidder must have experience of Development of HRMS for 3 different Government/PSU organizations in last 10 years	Request you to kindly allow the same as following: Bidder / OEM Partner must have experience of Development of HRMS for 3 different Government/PSU organizations in last 10 years	RFP condition shall prevail

8	Clause No -7 Page no. 8 Sl no. 6	The consultancy firm should possess CMMI level 3 onwards certification	Request you to kindly exempt MSME concerns from this clause.	RFP condition shall prevail
9	Clause No -7 Page no. 8	Proposed solution to come with complete transparency including the Source Code for Customization.	Source code of the software will be provided with following rights on the source code : • it can be used only to maintain the software whose fees has been paid to the vendor • it cannot be duplicated in any form or sold or copied • it cannot be transferred to any third party • the customer is free to make modifications in the source code. However, all such modifications or changes shall also be handed over to the vendor. In no way shall any change made change the rights on the software.	RFP condition shall prevail
10	Clause no - 7, Page No. 8 Pt. 8	Eligibility criteria	"PAN No. / Service Tax Registration Certificate" We understand in place of service tax registration certificate, we have to furnish GST registration certificate.	Bidders need to submit PAN No./ GST registration Certificate
11	Clause No. - 7 Page No. 8 Sl. No. 5	Bidder must have experience of Development of HRMS for 3 different Government/PSU organizations in last 10 years	Bidder must have experience of Development of HRMS for 2 different Government/ PSU organizations in last 10 years	Bidder must have experience of Development of HRMS or similar Software for 3 different Government/PSU organizations in last 10 years
12	Clause No. - 7 Page No. 8 Sl. No. 6	The consultancy firm should possess CMMI level 3 onwards certification	The consultancy firm/ SI/ Lead Bidder / Consortium Partner and OEM all the above should possess CMMI level 3 onwards certification	RFP condition shall prevail
13	Clause No – 11 Page No. 9	Evaluation criteria and method of evaluation,	"Only bidders who meet the eligibility criteria shall be evaluated for scoring purpose. Final selection of the vendor shall be done on the basis of QCBS method. In which 70% weightage shall be given to the technical and 30% weightages shall be given to the financials." We request you to modify the selection criteria from QCBS 70:30 to QCBS 80:20	RFP condition shall prevail

14	Clause no -9 Page No. 9	Performance security	"Initial validity, at the time of contract for the purpose of contracting shall be 70 months from the date of award of contract." We understand that the performace BG will be returned to the selected agency in 70 months from the data of award of contract. Please confirm.	PBG shall be returned after satisfactory completion of all contractual obligations
15	Clause No - 11 Page No. 10	Technical Scoring Criteria	"Proposed Approach and Methodology - 20 marks" We request you to assign more weightage to proposed approach and methodology and increase its marks from 20 to 30 and adjust the balance marks in the other heads.	As per annexure-A
16	Clause no - 11 Page no. 10	Technical Scoring Criteria	Please allow that evaluation be done for Bidder and OEM.	RFP condition shall prevail
17	Clause No - 11 Page No. 10	Technical Scoring Criteria	In the scoring criteria please consider the documents of all the partner companies like Bidder or OEM) , it would only possible once you will allow for consortium bid.	RFP condition shall prevail
18	Clause no - 12 Page no 11.	Milestones Payment Terms and Timelines:	Activity Start Timeline from the date of signing the contract (T)	The contract timeline(T) will be calculated in days
19	Clause No - 13 Page No. 13	Liquidated Damages	We request you to kindly dilute or provide relaxation in this clause.	RFP condition shall prevail. Already taken into account through Force Majeure clause
20	Page No. 18 Format - 3	Experience Criteria,	"Completion certificate or satisfactory certificate with project cost for ongoing project need to be submitted along with the work order" We request you to kindly consider work orders / copies of contract agreements as documentary proof to substantiate the claimed experience.	RFP condition shall prevail

21	Page No. 20 Format - 5	Annual Turnover Certificate	"Annual turnover from similar business" and "We also certify that M/sis in business of Software development and implementation for last years" Since the eligibility criteria requires to have an annual turnover of Rs. 7 Cr from consulting services, therefore we request you to modify the turnover certificate format and to consider turnover from consulting business and not similar business only.	RFP condition shall prevail Similar Business means HRMS or any other similar software business
22	Page no. 29 Annexure III Pt. no 16		Ability to integrate administrative power definitions to work flows and approvals	It will be based on URS/BRS
23	Page no. 30 Annexure III Pt.no 18		Ability to define all norms relating to medical advance and medical reimbursement in respect of employees and their dependents	It will be based on URS/BRS
24	Page no. 30 Annexure III	Leave Management including development of mobile app	Ability to manage on-line application, tracking and approval of various kinds of leave through workflow logic and self service	It will be based on URS/BRS
25	Page no. 30 Annexure III	Leave Management including development of mobile app	Ability to intimate the controlling officer when an employee goes on unauthorized leave (unmarked attendance) / returns back from unauthorized leave/ extends leave/reports in the middle of the sanctioned leave period (along with appropriate reduction in sanction). Authorized personnel given authority to cancel unapproved leaves.	Integration of Attendance Management System to be done.
26	Additional Query	Request for Proposal	We request you to allow JV / Consortium for this assignment including one lead firm and two partners.	RFP condition shall prevail.
27	Additional Query	Consortium	Please allow bid in consortium	RFP condition shall prevail
28		Request for Proposal	Please clarify if bidders are required to share experts CV in the proposal stage.	It is not asked in the RFP. The bidder may submit the CV with its offer in the technical bid

29		General Queries	Application Architecture, Deployment Architecture, No of Concurrent Users, Max Transaction per day, Max Size of Write/Transaction year, Any Document upload Permitted, Max File Size in MB, Max file per user, Database Retention Policy, DC-DR Policy, RPO- Recovery Point of Object, RTO-Recovery Time of Object, Data Archival Policy	Based on URS/BRS
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All other terms and conditions mentioned in the RFP will prevail.

Sd/-

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Clause no – 11 (vi) of RFP: Technical Scoring Criteria

Ref	Criteria	Requirement	Maximum Score
1	Experience in development of HRMS in Govt./PSU in last tenyears	a. Minimum 3 such works- 50% b. 4 to 5 such works- 70% c. 6 to 7 such works- 90% d. More than 7 such works- 100%	25
2	Turnover	Average Annual Turnover for last three Financial Years a. Minimum Rs. 7 Cr - 50% b. More than Rs.7 Cr to Rs.10 Cr -70% c. More than Rs.10 Cr to Rs.15 Cr -90% d. More than Rs.15 Cr - 100%	20
3	CMMI certification	CMMI Level 3 – 50% CMMI Level 4 – 70% CMMI Level 5 and above – 100%	10
4	Proposed approach & Methodology (presentation including manpower, operational & financial plan)	1.Overall execution Strategy – 15 marks 2.Timelines – 5 marks 3.Planning – 5 marks	25
5	User friendliness of existing functional HRMS (Presentation & Testing of different modules)	Bidder need to give demo of their current HRMS Software in front of the committee members 1. Employee Information Management - 3 2. Leave management including Mobile App - 3 3. ACR/Performance report module - 3 4. Attendance & Payroll module - 4 5. MIS/Reports for Admin/Management - 3 6. Any other additional component - 4	20
Total Points Scored			100