

**West Bengal**  
**Industrial Infrastructure Development Corporation**  
 DJ-10, Sector II, Saltlake City, Kolkata 700 091



No. Infra/Gen/1L-1-HO-2/2017/460

Date: 20/03/2020

**Notice Inviting Tender No: IIDC /D & P/09/2019-20**  
**of Executive Engineer(Civil), Design & Planning Division, WBIIDC**

West Bengal Industrial Infrastructure Development Corporation (WBIIDC) was established in the year 1974 by an act of the State Government and is engaged in development of physical as well as social infrastructure for the cause of growth of industrial and economic development in the state of West Bengal. The Corporation has got Division Office establishments in different districts of the State and it's headquarter is situated in Saltlake, Kolkata. In course of its operation, WBIIDC has established 18(eighteen) Industrial Growth Centers equipped with supporting infrastructure viz. developed Lands / sheds, power, water, access roads, drainage facilities, residential accommodation etc.

To promote efficiency, transparency, quick delivery, accuracy, etc., in its operational activities. WBIIDC desires to develop e-office environment by incorporating "Web-based Asset Management module integrated with already existing other web based modules viz. Accounting & Financial Management, Document Management, Security 'System & Visitors 'Management, HR Management, Engineering & Construction Management etc., to operate all in synchronized and seamless manner".

Sealed tenders are invited by the Executive Engineer (Civil), Design & Planning Division, WBIIDC for the following works under WBIIDC from the bonafide, reputed, reliable experienced and resourceful Application Developer having Proven Professional Expertise and in their credit, experience of successful completion of similar nature of job etc. under Government Departments and/or other Statutory Bodies or Public Sector Undertakings or reputed Organizations / Reputed Enterprises having turnover more than 100 Crore during 2018-19, of similar nature of job under a single contract of money value not less than ₹ 1,98,000.00 during the period 2015 – 2020.

Sl.No	Description of Works	Estimated Amount put to Tender.	Earnest Money	Last date of a) Application b) Date of issue of tender form.	a) Time of completion. b) Date of receipt of tender.
1.	Application Development including training of WBIIDC employees for Web-based Asset Management module integrated with already existing other web based modules viz. Accounting & Financial Management, Document Management, Security 'System & Visitors 'Management, HR Management, Engineering & Construction Management etc., to operate all in synchronized and seamless manner inclusive of Report Generation in standard as well customized format. The Rate is inclusive of GST as well as other taxes and charges.	₹4,95,000/-	₹ 9,900/-	a) 26.03.2020  b) 27.03.2020	a) 180 days b) 30.03.2020

### **Application Procedure**

Intending tenderers shall have to apply for above work in writing to the Executive Engineer (Civil), Design & Planning Division, WBIIDC at above address for obtaining permission for issuance of tender papers latest by 26/03/2020 up to 14.00 hrs.(I.S.T.) for tenders with photo copies (self-attested with company stamp & date) of credentials regarding satisfactory completion of similar nature of work as mentioned above, along with valid Professional Tax Deposit Challan, PAN Card, Latest I.T. Return Details, GST Registration Certificate, Completion Certificate etc.

All the photocopies will be verified from originals by the person receiving application at the time of receiving the application before last date of submission of application. Application submitted without verification from original will be treated as cancelled and the applicant will not be entertained for the participation in the tender.

### **Tender Submission & Opening**

The detailed tender documents may be obtained on the specified dates up to 14.00 hrs., on payment of Rs.300.00 (non-refundable) plus GST @ 18% (Total ₹ 354.00) in cash per form from the office of the Executive Engineer (Civil), Design & Planning Division, WBIIDC at the above address. The completed tender papers will be received at above address up to 15.00 hrs. (I.S.T.) on 30/03/2020 and will be opened at 15.30 hrs. (I.S.T.) on the same day in presence of the intending tenderers or their authorized representative

### **Validity of Offer**

Bids shall remain valid for a period not less than 120 (One hundred twenty) days after the date of opening of the tender. Bid valid for a shorter period shall be rejected as non-responsive. If the bidder withdraws the bid during the period of bid validity the earnest money as deposited will be forfeited forthwith without assigning any reason thereof.

### **Bidding Requirements**

- a) If any bidder does not quote any rate against any particular item, it will be considered that the bidder is bound to execute the work up to stipulated quantity free of cost i.e. no amount will be claimed against that item for execution up to stipulated quantity mention in the BOQ.
- b) A bidder is not permitted to participate, if he has been debarred or penalized for any reasons out of work, by any Government department. During the bidding process if it is found that the firm has been debarred or penalized by any Govt. Department, the bid will be rejected outright. An affidavit in the prescribed format (mentioned in annexure) is to be produced in this respect.
- c) Joint venture establishments will not be allowed to participate in the above NIT. A prospective bidder shall be allowed to participate in a single job either in the capacity of individual or as a partner of a firm. If found to have applied severally in a single job, all his applications will be rejected for that job.
- d) The rates mentioned in the priced Schedule of Work is inclusive of GST @ 18%, all other Taxes and charges relevant to the work. Bidders should take note of the matter during quoting the rates.

### **Scope of Work**

WBIIDC needs to implement an Asset Management Software application which will be used to manage the complete lifecycle of various infrastructure assets created in Industrial Growth Centres of WBIIDC spread in different districts of the State of West Bengal as well in other locations, giving an accurate picture of properties in possession of WBIIDC. From initial acquisition through tracking depreciation and disposal, Asset Management Module will give the right data to make informed decisions related to health audit of the infrastructure systems in IGCs or on any other relevant issue. With seamless integration between Asset Management with Procurement and Accounting functions, precise management of infrastructure assets developed by the Corporation throughout the State of West Bengal will be possible.

The facilities of valuation of assets will also be included in the module to estimate the value of the property on the date of appraisal based on Guidelines for valuation of immovable properties issued by valuation cell, income tax department, ministry of finance, government of India, 2009 and CPWD works manual published Under The Authority of Director General CPWD, Nirman Bhawan, New Delhi.

### **Major Items of Inclusion:**

Asset Inventory Management

Ensure consistent inventory management for all assets including infrastructure, buildings, tools, spares, and equipment:

### **Classification of Assets**

A. Manage **Immovable Assets** viz.

- Land,
- Building,
- Roads,
- Footpaths,
- Bridges,
- Culverts,
- Flyovers,
- Subways & causeways,
- Drains including underground drains,
- Water Works Distribution,
- Public Lighting System / Streetlights,
- Lakes and Ponds,
- Capital Work-in Progress
- Etc.

B. Manage/Monitor **Movable Assets**

- Plant and Machinery – including machinery of Water Works & Drainage
- Vehicles
- Furniture & Fixtures
- Office Equipment
- Other Equipment viz. CCTV etc.
- Etc.

C. Investments

- Capture details of Assets like: -
- Ownership / Shareholding
- Cost Details (construction / Purchase / Transfer)
- Depreciation Principles
- Other details to arrive at Current Value
- Preparation of Opening Balance for Asset Valuation

#### **Asset Transactions**

- Analyze the equipment breakdown and repetitive breakdowns
- Equipment breakdown analysis and control
- Material planning for preventive maintenance and maintain safety stock
- Material consumption analysis
- *Counter based preventive maintenance* for equipment like Generators, motors & Compressors, Pumps and other physical infrastructure items.
- Ability to maintain operational equipment work orders and maintenance history against asset/equipment work orders.

#### **Maintenance Analysis and Statistics**

- Analyze the equipment breakdown and repetitive breakdowns
- Equipment breakdown analyze and control
- Material planning for preventive maintenance and maintain safety stock
- Material consumption analysis
- Counter based preventive maintenance for equipment like Generators, motors & Compressors
- Ability to maintain operational equipment work orders and maintenance history against asset/equipment work orders.
- Reporting on asset/ equipment statistics like availability, utilization etc.

#### **Allotment Management of Residential and Commercial Premises on Short Term License and Guest House Accommodations**

- Development of Online Application to allotment process including execution of License Agreement for allotment
- Maintenance of Allotment Register inclusive allotment databases
- Reminder facilities for expiration of License to WBIIDC as well as the occupier
- Land & Building Method based Rent Fixation facilities
- Reports on utilization of residential & commercial premises

#### **MIS**

- Asset Register
- Revenue Report
- Search facility for various information (like search for name of road)

#### **Interface:**

- The Module will be linked with web based Accounting Software for Financial Transactions and also integrated with document Management System and other web based applications which are in existence and to be incorporated in the next.

#### **The work includes**

Study of requirements of developing Online Integrated Web Application System for WBIIDC including understanding the existing systems as follows:

- Preliminary study for existing system of WBIIDC.
- Requirement gathering through consultation with WBIIDC.
- Finalization of Software and Database configuration.
- Finalization of necessary data migration and changeover strategy for smooth changeover.
- Defining and documenting the architecture and the detail design / development for the new web application for propagation, capturing details of WBIIDC's business Logic, analysis of existing vs. proposed system in respect of value addition / advantage. The Designs should

be structured such that most of changes like enabling / disabling of any service should be through User Interface.

- Defining the hardware specification for the new web platform. Creating detailed project deliverable documents (User Scenarios and workflows, User Requirements Specification, Detail Design Document, Test Case documents etc.
- The application should have layer based architecture that is flexible enough to have limited impact changes throughout the layers of the application. The architecture must demonstrate loose coupling across layers, and must list flexibility constraints, if any.
- Modules being developed and to be developed in subsequence phases should be integrated in a single web application.
  
- Support & Migration of data during a parallel run: At the time of Production Deployment both applications (Existing and New) will be run parallel for a certain time period for smooth Functionality Testing. After successful verification and approval the existing application will be sunset. The data entered during the pilot run will also have to be migrated to New System.
  
- Provision for all entitlements / privileges for all types of Profiles like as End Users, Super Users, IT Users, IT Administrators, DB Administrator and Super Administrator with password assistance through SMS and email. Role based access and authorization of various modules.

#### **Design, Development, Implementation and Maintenance of Proposed online**

##### **Web Application system**

- The system shall have options for multiple level of administrative control having varied rights for all the modules so that they are able to perform functions pertaining to their respective Office/Division as per their assigned rights.
- System should be robust, responsive and support at least 500 concurrent users per instance and scalable as per need.

##### **General Requirements (Requirements for the Integrated Web Application)**

- WBIIDC is looking for a solution in open source technologies which is robust, reliable, futuristic, and secure and with optimized performance to cater the present and future needs of the organization.
- The web application should respond within 3-5 seconds(maximum) whenever a request made by the user
- The application must be in latest technology/framework
- The application must be simple, secure and expandable
- Application shall be paperless and web-based. Functions and other relevant Information shall be accessible to authorized persons on request.
- Application shall be modular in design and shall be designed using modular and reusable programming techniques for ease of maintenance
- Project Execution Methodology using Agile
- Application must be compatible with all the latest browsers
- The bidder should also share the resources profile in relevant technologies along with solution
- For any hardware and software purchased in order to facilitate Application, quality assurance requirements must be adhered to.
- Application shall have the capability to ensure that management of data is defined independently of the processes that create or use that data

- Application shall have the capability to format output to support HTML, XML, text, Video and any other format required for data exchange/integration with various entities involved in the process.
- The architecture shall be expandable. This requires that the application architecture should include interfaces that will permit easy insertion of additional capabilities as required (e.g., replacing an Relational Database Management System (RDBMS) with an RDBMS with object oriented extensions, adding new report formats, statistical algorithms etc.)
- The architecture shall be operationally robust. This requires that the system architecture should: - include standard error handling modules permitting the system to degrade "gracefully" in the presence of failures, be functionally redundant when appropriate, ensure that functional allocation to architectural elements does not introduce unacceptable delay or introduction of human error, support end-to-end system performance analysis
- Application shall be designed to permit the easy insertion of new modules and new enhancements.
- Application shall be designed to permit the easy insertion of new modules and new enhancements.
- Application shall have the capability to complete all requests (e.g., store, retrieve, update, etc.) without any data loss
- Application shall have a system of record for legal purposes and shall maintain an audit file in chronological sequence of each transaction and all corresponding corrections made during the transaction by clients or their facilitators
- System shall have the capability to organize and store all data for aggregation and Analysis
- System shall be able to add new storage devices, if required, to serve archiving needs
- Application shall be designed to accommodate growth in data rates and volumes for communications and networks
- Application shall have the capability to define and modify Client's access privileges
- Application shall have the capability to remotely maintain and upgrade the system
- Application shall use open systems, standard-based architecture to meet functional requirements and to inter-operate with existing information systems.
- Application shall facilitate the development of applications; application platform's enabling services shall consist of well-defined Applications Program Interface (API).
- A standards-based operating system shall be selected, which will provide formally defined APIs for application program access
- Strong reports and analytics tools in GUI Mode
- Web Dashboard –GIS based dashboard with multiple search criteria to filter various application database & analytics details targeting for fulfillment of the system requirements of the integrated web application system.

#### **Report Requirement**

- The Application should contain a Dashboard of tailor made MIS pages which shows output in the form of maps, charts with threshold limits.
- There should be dynamic report generation / analysis feature within the web application. User should be able to select required columns, filtration, sorting at runtime for any module according to their access. The template can be saved for future use also.
- The Weekly analysis report on traffic / data profiling needs to be available to the WBIIDC on real time basis at no additional cost.

**Developing / providing generic solution to cater to the following functionalities**

- Adding / Hiding fields in forms / reports.
- Strong Dashboard with various charts indicating the progress, comparisons of data with the trend analysis.
- The solution should be scalable and published / accessible without distortion across the latest three versions / types of browser (IE/Chrome/Mozilla/Safari etc.). The home page should have flash animation with configurable contents from image repository / database. The application should be browser independent.
- The site should be tested against a peak load of one lakh users/ transactions on half yearly basis and certified documentation of such test to be provided during the maintenance phase.
- Dashboards: Use of extensive dashboards to represent the journey of the stakeholders in the form of maps, charts, threshold limits. Individual information showed in different colors in one screen.
- User management / Role profiling: Robust login system/ Secure Log-in allowing stakeholders to access the system as per their roles / authorization thereby having retrieve & reset password facility on email / SMS.
- The Developer has to provide the list of hardware such as Servers/Hand held device/QR Code printer etc. that will be required to create the Development, Staging and Production Environment as a part of solution along with the required configuration details.
- The application is expected to allow business users to design and generate reports on the fly. Vendor to propose a mechanism and detail how the proposed application will address the needs of ad-hoc reports.
- The software application / processes have to run / interact with stakeholders without or minimal human intervention. To achieve the same all validation controls has to be imbibed in the software with provision to configure the rules
- The system should be open to be integrated with any third party application in future.

**Server System for Mounting Web Application**

The cloud based web server system and the SMS gateway Provision for acquiring Bulk SMS Service from SMS Service Provider towards sending SMS message/alert from web browser as proposed to be hired for Visitors' Management System will be utilized initially to launch the application. Further capacity augmentation may be done as per requirements.

**Locations for Implementation of the Web Application**

Head Office	1
Division Office	8

Note: The locations are indicative and may change as per the requirement of the Corporation.

**Changes in Requirements Specifications**

The Corporation may require any changes in requirement specifications in the exigencies of during the project execution, the Application Developer shall use his best endeavor to comply with the Corporation's requirements reasonably within the limits of prices and delivery schedule.

**Warranty & Maintenance**

The entire Web Application software shall be under the Warranty for a period of 12 Months after signing the User acceptance testing (UAT). UAT shall be signed after satisfactory Go-live Services. During the warrantee period, the supplier shall maintain, replace or change the layouts or design or functions or procedures or any other change request without any additional cost.

The selected bidder would be required to provide Warranty, Maintenance, and Technical Support from the date of issue of completion certificate, and Annual maintenance of system with onsite technical support as and when required. Warranty and AMC include minor additional requirements/minor changes apart from regular maintenance. The free warranty period would be of ONE year after the successful implementation of the system on production server. The successful implementation of the system means:

- Sign off of UAT
- Security Audit
- Successful Implementation on Production Server
- Handover of actual running software source code complete in all respects including source code and other supporting libraries as well as Database Schema for the mentioned web application software securely stored in an USB Flash Drive.

**Maintenance on expiry of Warranty**

The bidder shall compulsorily offer AMC for a minimum of Three years after expiry of warranty period. However, WBIIDC may or may not award the AMC at its own sole discretion.

**Training of WBIIDC Officers and Staffs**

The application developer shall identify the training requirements and train the concerned WBIIDC staff/officers for successful implementation and maintenance of the developed system. The Training shall include application, database and other related features.

The developer should prepare User, Design & Technical manuals and other documents for the developed system in an easy to understand and user friendly language with proper Diagrams, Screen-shots and charts wherever required as a part of this training activity.

**Billing Process**

The Application Developer will submit to the Executive Engineer (Civil), Design & Planning, WBIIDC bills in triplicate on completion of each stage of Application Development giving the details of fees, for effecting payment. Tax Invoices(s) needs to be issued by the supplier for raising claim under the contract showing separately the tax charged in accordance with the provisions of GST Act, 2017.

**Terms of Payment**

Payment terms are as noted below:

Event	Payment
On preparation, submission and acceptance of the SRS document	25% of the Tendered Amount
On successful completion of User Acceptance Testing (UAT) validating the software against the business requirements before it goes live.	25% of the Tendered Amount
On successful implementation on Production Server	25% of the Tendered Amount
On Handover of actual running software source code complete in all respects including source code and other supporting libraries as well as Database Schema for the mentioned web application software securely stored in an USB Flash Drive.	25% of the Tendered Amount



#### **Ownership of Software**

The Developer agrees that the development of the Software Application(As detailed in Tender Document) is "work for hire" within the meaning of the Copyright Act of 1976, as amended from time to time, and that the Software shall be the sole property of WBIIDC. Developer hereby assigns to WBIIDC, without further compensation, all of its right, title and interest in and to the Software and any and all related patents, patent applications, copyrights, copyright applications, trademarks and trade names in INDIA and elsewhere. Developer will keep and maintain adequate and current written records with respect to the Software (in the form of notes, sketches, drawings and as may otherwise be specified by WBIIDC), which records shall be available to and remain the sole property of WBIIDC at all times. All versions of the Software shall contain WBIIDC's conspicuous notice of copyright. Developer will assist WBIIDC in obtaining and enforcing patent, copyright and other forms of legal protection for the Software in any country. Upon request, Developer will sign all applications, assignments, instruments and papers and perform all acts necessary or desired by WBIIDC to assign the Software fully and completely to WBIIDC and to enable WBIIDC, its successors, assigns and nominees, to secure and enjoy the full and exclusive benefits and advantages of this work. The developer shall not without permission of WBIIDC, will pass on the developed software or its content to any person.

#### **Intellectual Property Rights and License**

All materials, including, but not limited to, software, programs, source code and object code, comments to the source or object code, specifications, documents, abstracts and summaries thereof (collectively, the "Products") developed by Developer in connection with the provision of the Services to WBIIDC, or jointly by WBIIDC and Developer, or by Developer pursuant to specifications or instructions provided by WBIIDC, shall belong exclusively to WBIIDC. Developer acknowledges that the Products shall be deemed "works made for hire" by Developer for WBIIDC, and, therefore, shall be the exclusive property of WBIIDC. To the extent the Products are not deemed "works made for hire" under applicable law, Developer hereby irrevocably assigns and transfers to WBIIDC all right, title and interest in and to the Products, including, without limitation, all patent and copyright interests, and agrees to execute all documents reasonably requested by WBIIDC for the purpose of applying for and obtaining domestic patent and copyright registrations.

#### **Penalty Clause:**

- i. If the Application Developer fails to deliver any or all the services covered under the scope of work by the contract, the Corporation reserve the right in addition to the legal remedies to cancel the contract as a whole or any portion thereof and hold the supplier liable for all the damages, sustained by virtue of said cancellation and failing to perform the contract.
- ii. In the event of Corporation exercising its right to cancel the contract or any portion thereof as stated in the proceeding clause, the Corporation shall be entitled to obtain the remaining services as offered by the supplier, In such an event, the Corporation shall be entitled to recover from the supplier the amount which the Corporation may have to incur over the above price which was payable to the supplier.

#### **Earnest Money Deposit (EMD)**

Developer shall deposit EMD as mentioned in the notice in the form of Demand Draft drawn on any Nationalized Bank in favour of "WEST BENGAL INDUSTRIAL INFRASTRUCTURE DEVELOPMENT CORPORATION" payable at KOLKATA. No interest shall be paid on any account against EMD. EMD of all unsuccessful Tenderers shall be returned after award of work to the successful bidder on request by the Tenderers.

**Security Deposit**

The EMD of the successful tenderer will be retained with WBIIDC as Security Deposit along with the amounts deducted from progressive bill/s, so that total security deposit amount becomes 10% of value of work executed.

**Refund of Security Deposit**

Security Deposit amount will be refunded on completion warranty and maintenance period and on submission of the updated source Codes as well as Database Schema for the mentioned web application software securely stored in a USB Flash Drive.

**Force majeure:-**

- I. Notwithstanding the provisions of Clauses i & ii, the Developer shall not be liable for forfeiture of amount towards liquidated damages/penalty or termination for default, it and to the extent that, its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force majeure.
  
- II. For purposes of this Clause, “Force Majeure” means an event beyond the control of the Developer and not involving the Developer’s fault or negligence and not foreseeable. Such events may include, but are not limited to, acts of the Corporation either in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions and freight embargoes
  
- III. If a Force Majeure situation arises, the Developer shall promptly notify the Corporation in writing of such conditions and the cause thereof within 48 (Forty Eight) hours. Unless otherwise directed by the Purchases in writing, the Developer shall continue to perform its obligations under the Contract as far as is reasonably practical and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

**Recovery of Income Tax and other Taxes:**

Income tax & other taxes as admissible will be deducted from each bill as per Government Rules.

**Rejection & Acceptance of Tender**

The Executive Engineer (Civil), Design & Planning Division, WBIIDC reserves the right to reject / accept the tender in whole or part thereof without assigning any reason whatsoever. If any date mentioned above happens to be holiday, the next working day will be considered as the stipulated date. In no circumstances, the quoted rates will be altered after acceptance of the tender.

**Effect of any breach of conditions of contract**

In such event, security deposit of the developer will be forfeited.

**Agreement for the Work**

The successful Application Developer will have to execute an agreement with WBIIDC on Rs.100/- stamp paper (non-judicial). Format of agreement is placed at Annexure - VI. The conditions of the agreement shall be binding on the Developer. All communications and documents relating to the tender will become part of agreement.

**Time Extension for submission of report beyond the specified period**

If at any stage of preparation of consultancy report, the Developer apprehends delay in the completion of work, they shall at least a week in advance, seek on sufficient grounds suitable extension, which may be granted/rejected after consideration of related issues.

**Debarment of Application Developer participating for works under WBIIDC**

Penal measures of suspension and debarment will be imposed upon the Application Developer s who are participating in the tender process as well as selected for execution of Corporation's work for their false declaration of forgery or falsification of records submitted or failure to execute committed contract or for their failure to perform contractual obligations and thereby resulting delay in execution of the public works or execution of faulty works. Action will be taken as per Memorandum No.547-W(C)/1M-387/15 dt.16.11.2015 of the Joint Secretary to the Govt. of west Bengal, Public Works Department.

**Dispute Settlement**

In the event of any dispute or differences arising under the terms of this agreement, the same shall be settled by mutual discussion and negotiation. Only when such procedure fails, such matter shall be settled through a reference to arbitration by a sole arbitrator to be appointed under the provisions of Arbitration and Conciliation Act, 1996.

In case of any dispute between the agency and Corporation (WBIIDC), the Corporation shall have the right to decide. However all matters of jurisdiction shall be at the local court located at West Bengal only.

**Obligation to the Application Developer**

- a. The Application Developer shall ensure full compliance with Tax Laws of India with regard to this contract and shall be solely responsible for the same.
- b. The Application Developer shall submit copies of acknowledgement substantiating ceiling of return every year and shall keep the Tender Inviting Authority fully indemnified against liability of Tax, Interest, Penalty etc., of the Application Developer in respect thereof, which may arise.
- c. The Application Developer shall also comply with all applicable statutory liability.

**Executive Engineer (Civil)**  
**Design & Planning Division**

**ANNEXURE I**

**Covering Letter Submitting Tender over Printed Letter Head**

(To be kept within main envelope along with Tender Document)

**To**  
**The Executive Engineer (Civil), Design &**  
**Planning Division WBIDC, DJ-10, Sector**  
**II,**  
**Saltlake City, Kolkata 700 091**

**Subject:** Submission of Tender for “Web-based Asset Management module integrated with already existing other web based modules viz. Accounting & Financial Management, Document Management, Security ‘System & Visitors ‘Management, HR Management, Engineering & Construction Management etc., to operate all in synchronized and seamless manner”.

**Reference:** N.I.T.No.IIDC/D&P/09/2019-20

Sir,

I/We am/are submitting our tender in sealed envelopes for the above work. All the statements made in this Tender are true and I/we accept that any misinterpretation contained in it may lead to our disqualification.

I/We also understand that you are not bound to accept any tender you have received. We remain,

Yours Sincerely

Signature of Authorized Signatory

**ANNEXURE II**  
**Tender for the Application Development Work**

**Priced Schedule for the Work of “Web-based Asset Management module integrated with already existing other web based modules viz. Accounting & Financial Management, Document Management, Security ‘System & Visitors ‘Management, HR Management, Engineering & Construction Management etc., to operate all in synchronized and seamless manner”**

Sl. No	Items of Work	Qty.	Unit	Rate (₹ )	Amount(₹ )
1.	Web-based Asset Management module integrated with already existing other web based modules viz. Accounting & Financial Management, Document Management, Security ‘System & Visitors ‘Management, HR Management, Engineering & Construction Management etc., to operate all in synchronized and seamless manner inclusive of Report Generation in standard as well customized format. The Rate is inclusive of GST as well as other taxes and charges.	1	Item	₹ 4,95,000.00	₹ 4,95,000.00
	<b>Total Estimated Cost (₹ )</b>				<b>₹ 4,95,000.00</b>

**(Rupees four lakh ninety five thousand only)**

**Scope of Work**

WBIIDC needs to implement an Asset Management Software application which will be used to manage the complete lifecycle of various infrastructure assets created in Industrial Growth Centres of WBIIDC spread in different districts of the State of West Bengal as well in other locations, giving an accurate picture of properties in possession of WBIIDC. From initial acquisition through tracking depreciation and disposal, Asset Management Module will give the right data to make informed decisions related to health audit of the infrastructure systems in IGCs or on any other relevant issue. With seamless integration between Asset Management with Procurement and Accounting functions, precise management of infrastructure assets developed by the Corporation throughout the State of West Bengal will be possible.

The facilities of valuation of assets will also be included in the module to estimate the value of the property on the date of appraisal based on Guidelines for valuation of immovable properties issued by valuation cell, income tax department, ministry of finance, government of India, 2009 and CPWD works manual published Under The Authority of Director General CPWD, Nirman Bhawan, New Delhi.

**Major Items of Inclusion:**

Asset Inventory Management

Ensure consistent inventory management for all assets including infrastructure, buildings, tools, spares, and equipment:

**Classification of Assets**

D. Manage **Immovable Assets** viz.

- Land,
- Building,
- Roads,

- Footpaths,
  - Bridges,
  - Culverts,
  - Flyovers,
  - Subways & causeways,
  - Drains including underground drains,
  - Water Works Distribution,
  - Public Lighting System / Streetlights,
  - Lakes and Ponds,
  - Capital Work-in Progress
  - Etc.
- E. Manage/Monitor **Movable Assets**
- Plant and Machinery – including machinery of Water Works & Drainage
  - Vehicles
  - Furniture & Fixtures
  - Office Equipment
  - Other Equipment viz. CCTV etc.
  - Etc.
- F. Investments
- Capture details of Assets like: -
  - Ownership / Shareholding
  - Cost Details (construction / Purchase / Transfer)
  - Depreciation Principles
  - Other details to arrive at Current Value
  - Preparation of Opening Balance for Asset Valuation

#### **Asset Transactions**

- Analyze the equipment breakdown and repetitive breakdowns
- Equipment breakdown analysis and control
- Material planning for preventive maintenance and maintain safety stock
- Material consumption analysis
- *Counter based preventive maintenance* for equipment like Generators, motors & Compressors, Pumps and other physical infrastructure items.
- Ability to maintain operational equipment work orders and maintenance history against asset/equipment work orders.

#### **Maintenance Analysis and Statistics**

- Analyze the equipment breakdown and repetitive breakdowns
- Equipment breakdown analyze and control
- Material planning for preventive maintenance and maintain safety stock
- Material consumption analysis
- Counter based preventive maintenance for equipment like Generators, motors & Compressors
- Ability to maintain operational equipment work orders and maintenance history against asset/equipment work orders.
- Reporting on asset/ equipment statistics like availability, utilization etc.

#### **Allotment Management of Residential and Commercial Premises on Short Term License and Guest House Accommodations**

- Development of Online Application to allotment process including execution of License Agreement for allotment

**West Bengal  
Industrial Infrastructure Development Corporation**

DJ-10, Sector II, Saltlake City, Kolkata 700 091



- Maintenance of Allotment Register inclusive allotment databases
- Reminder facilities for expiration of License to WBIIDC as well as the occupier
- Land & Building Method based Rent Fixation facilities
- Reports on utilization of residential & commercial premises

**MIS**

- Asset Register
- Revenue Report
- Search facility for various information (like search for name of road)

**Declaration by the Tenderer and Quotation of Rate**

I have fully understood the requirements for the application development work as specified in the priced schedule & scope work mentioned above as well those have been detailed in the tender document. Considering every aspects of the assignment, I/We submit our rate as\_\_\_\_% (in word \_\_\_\_\_percent) above/at par / below the rate mentioned in priced schedule of work.

Date:

Place:

**Signature of Authorized Signatory**

Name and Designation of the Signatory

Name of the Firm .....

Address .....

Ph. & Fax No .....

E Mail ID .....

Annexure - III  
**AGREEMENT BETWEEN WEST BENGAL INDUSTRIAL INFRASTRUCTURE  
DEVELOPMENT CORPORATION AND (NAME OF SUCCESSFUL TENDERER)**

This agreement made on this \_\_\_\_\_ day of \_\_\_\_\_  
Two Thousand Nineteen between the West Bengal Industrial Infrastructure Development corporation, DJ-10, Sector II, Saltlake City, Kolkata 700 091. West Bengal (hereinafter called the “WBIIDC” which expression shall unless excluded by or repugnant to the context, be deemed to include their successors in office) on the one part and----- (hereinafter called the “Application Developer/ Developer” which expression shall unless excluded by or repugnant to the context be deemed to include their heirs, executors, administrators, representatives and assigns or successors in Office) on the other part.

WHEREAS WBIIDC is desirous of commissioning the services of an Application Developer to assume total responsibility with regard to “*Web-based Asset Management module integrated with already existing other web based modules viz. Accounting & Financial Management, Document Management, Security ‘System & Visitors ‘Management, HR Management, Engineering & Construction Management etc., to operate all in synchronized and seamless manner”*

The work shall be completed in all respect within period as mentioned in respective section of tender document.

WHEREAS the Application Developer has offered to execute and complete each study at rate \_\_\_\_% (in word \_\_\_\_\_percent) above / below the rate mentioned in priced schedule of work fees and whereas WBIIDC has accepted the offer of the Application Developer and whereas the Application Developer has furnished Earnest Money Deposit of Rs. 9,900/- (minimum preset non-interest bearing amount) in the form of Demand Draft in favour of “WBIIDC” for the due fulfillment of all the conditions of this contract.

NOW IN THIS AGREEMENT WITNESSTH AS FOLLOWS. In this agreement words and expression shall have the same meaning as are respectively assigned to them in the conditions of contract hereinafter referred to. The following documents in this regard shall form an integral part of this agreement and be read construed as part of this agreement viz.

1. Application Developer’s submissions in response to N.I.T. No. IIDC /D & P/ 09/2020-20.
2. 2. Work Order no. ----- dated -----

The contract agreement has been compiled by the WBIIDC primarily from the original tender documents and all the correspondence from the tendering stage till acceptance. In the event of any difference arising from the completion of the contract, the original tender document, Application Developer’s offer and work order issued by WBIIDC may be referred to by either party. The terms of this Agreement and Bid document are subject to change as occasion would arise and as may be decided by the Chief Executive Officer, WBIIDC.

These documents shall take precedence over the compiled documents. The Application Developer hereby covenants with the WBIIDC to complete the “study” in all respect as per the provisions of the agreement.



**West Bengal**  
**Industrial Infrastructure Development Corporation**  
DJ-10, Sector II, Saltlake City, Kolkata 700 091



The WBIIDC hereby covenants to pay the Application Developer in consideration of such completion of work, the contract price at the time and in the manner as mentioned in the tender document.

In WITNESS WHERE OF the parties hereto have caused this contract to be executed in accordance with their respective laws the day and year first above written.

Signed sealed and delivered by the Executive Engineer (Civil), Design & Planning Division, WBIIDC (for the Authority) in the presence of.....

.....

**Seal of the Authority Signed.**

Sealed and delivered by the said..... (For the Application Developer) in the presence of.....

**Seal of the Application Developer**