Minutes of the Pre-bid meeting for the RFP: Development and Maintenance Science and Innovation @Bharat

The Pre-bid meeting for the Request for Proposal (RFP): Development and Maintenance Science and Innovation @Bharat was held on the 09th of April 2021 from 1500-1700 hrs through video conferencing, under the chairmanship of Dr. Preeti Banzal, Adviser/Scientist 'G', Office of Principal Scientific Adviser (PSA) to the Government of India. The list of participants is at **Annexure-I**.

2.   Queries related to the following clauses were discussed during the meeting:

I.   Pre-population and requirement of meta data crawler were discussed.
II.   Hosting and hardware requirements to be provisioned.
III.   Payment terms and conditions.
IV.   Intellectual Property Rights and Capability Maturity Model Integration clauses.

3.   List of agreeable recommendations, emerged after detailed deliberations, are as given below:

i.   To specify a deadline for release of payment from the receipt of invoice along with supporting documents.
ii.   To revise the percentages of upper cap mentioned in the penalty clause.
iii.   To revise the schedule of payment release during AMC period to quarterly basis.
iv.   To update the PBG as per the latest government order.
v.   To clarify about development phases of the platform.

4.   Accordingly the agreed and approved changes are as per corrigendum 2 in (Annexure II)

5.   The meeting ended with a vote of thanks to the Chair.

Annexure-I: List of participants of pre-bid meeting for the RFP: Development and Maintenance Science and Innovation @Bharat

Chairperson: Dr. Preeti Banzal, Adviser/Scientist 'G', Office of PSA

Representatives from the Executive team:
1. Mr. RS Mani, National Informatics Centre
2. Mr. Krishnan Subramaniam, IIT Madras Alumni Association
3. Dr. Sapna Poti, Programme Director, Office of PSA
4. Ms. Remya Haridasan, Scientist 'D', Office of PSA
5. Ms. Aaditi Lele, Invest India
6. Mr. Bhanu Prabhakar, Invest India
7. Ms. Nimisha Gupta
8. Bramhanand Jha, Senior Consultant, NeGD
9. Himanshu Agrawal, Technical Staff, Office of PSA
10. Sanid Patil, Invest India

Representatives from bidder Agencies:
1. Anurag Shrivastava, Nascent technologies
2. Dakua Sagar, Liferay
3. Deepak Singh, Velocis
4. Dinesh Grover, Tech Mahindra
5. Geeta Vishwakarma, Cloudstrats Technologies Private Limited
6. Jayshree Dey
7. Jyoti Ughade, NSEIT Limited
8. Nandini, Larsen & Toubro (L&T) Infotech
9. Nimish Mittal, Tata Consultancy Services (TCS)
10. Pradeep Kharvi, L&T Infotech
11. Rahul Hajela, Velocis
12. Sanjay Dwivedi, L&T Infotech
13. Sandesh, L&T Infotech
14. Satyendra, NSEIT
15. Shikhar, NSEIT
16. Shivangi Bansal, Liferay
17. Vaibhav Mangal, TCS
18. Varma Arun, TCS
19. Varun Dixit, Tech Mahindra
20. Yogesh, Krish Compusoft Services Pvt. Ltd.

Annexure-II: Corrigendum to the pre-bid meeting for the RFP: Development and Maintenance Science and Innovation @Bharat

Modification in clauses

1. **Modification in Section 2: Instruction to Bidders, (6) Issue of Work Order**

6.4 On acceptance of the work order, the selected bidder shall submit an undertaking and Performance Bank Guarantee (PBG) of 3% of project value (development charge + maintenance of portal for two years + security audit charges) to O/o PSA to GoI valid till the completion of the project including technical support and two (2) years maintenance period and submission of security audit certificate from National Informatics Centre (NIC) approved/accredited security auditing agency.

2. **Revision in Section 2: Instruction to Bidders, Instruction to Bidders, (7) Payment Terms, (7.1)**

7.1 main clause: Payment shall be released as per acceptance of deliverables given in the following table, within 45 days of the receipt of invoice along with supporting documents by the office , as per subject to deduction of applicable liquidated damages (till "Go Live") or SLA penalties (post "Go Live"), as far as possible.

Modification in Milestone No. 7. of table in payment term 7.1 Maintenance of portal (period 2 year)

Milestone No.	Milestone Details	Deliverable	Payment to be released
	Development of the Project (including 1-year technical support)		
7.	Maintenance of Portal (Period 2 year)	Quarterly payments shall be released on completion of rendering satisfactory services.	8 instalments (each instalment after every three (3) months of start of maintenance date.)

3. **Revision in Section 2: Instruction to Bidders, Instruction to Bidders, (7) Payment Terms (7.5)**

All payments will be made through electronic mode only and where applicable, Bidder shall mention applicable taxes in a separate line item in the invoice in Indian Rupees.

4. **Modification in Section 2: Instruction to Bidders, (11) General Terms and Conditions**

7.5 O/o PSA to GoI intends to build this project preferably within 2-3 months' time. The project will be developed in phased manner as per proposed solution architecture in agreement with the O/o PSA.

5. **Modification in Section 2: Instruction to Bidders, (11) General Terms and Conditions**

11.19. Bidder shall strictly adhere to the timelines in relation to the proposed project plan. All endeavours should be made to complete the project within specified timelines. In case of delay in the deliverables, for the reasons attributable solely to bidder, penalty of 0.5 % of total project cost per two months shall be levied. Maximum penalty shall be 10% of the total project cost.

Bidder shall be excused and not be liable or responsible for any delay or failure not attributable directly to the bidder.

6. **Modification in Section 2: Instruction to Bidders, (12) AMC Conditions**

Addition of following line in section 2 clause under AMC condition 12 (8) :

Penalty for System Availability SLA will be as per penalty terms as defined in the table. However, the overall penalty for a service performance period will be limited to <10%> of the value of services provided for that performance period.

7. **Modification in Section 3 Non-functional requirements 3.2. (2) (e) on the number of users of the Innovation Platform:**

- Besides the optimistic estimate of the number of users as given in a table 3.2(2) (e) (i); a more conservative estimate of the number of users in Year 1 may be taken as 25,000 to 30,000. The number of users may spike up based on participation in a specific event.

- The conservative number of users could be a reference for sizing for application performance. However, while doing so, bidders should also continue to keep in mind Section 3.2. (2) (f).