



NEW TOWN KOLKATA DEVELOPMENT AUTHORITY

(A Statutory Authority Under Government of West Bengal)
3, Major Arterial Road, New Town, Kolkata - 700 156

Memo No 3810/NKDA/Admn-581/2015 (Part)

Dated: 30/06/2017

NOTICE INVITING QUOTATIONS

NIQ No. 17/Admn/NKDA of 2017

Sealed quotations are invited from resourceful, bonafide and reputed organisation to design, develop, maintain a mobile App for Mobile App to manage New Town Business Club for New Town Kolkata Development Authority.

1. SCHEDULE:

Sl No	Description of items	Total Rate
1	Design, develop and maintain the Mobile App to manage New Town Business Club for a period of 2 (two) yrs. for New Town Kolkata Development Authority.	

2. Important Date:

Last date of submission of Quotation : 10/07/2017 upto 2.00 P.M
Date of opening of Quotations : 10/07/2017 on 3.00 P.M

3. General Conditions:

1. Conditional Quotations will not be entertained and will be summarily rejected.
2. Statutory deduction(s) toward IT as well as other statutory deduction(s), if any will be made before making payment.
3. The undersigned reserves the right to accept or to reject any or all the Quotation papers without assigning any reason whatsoever.
4. The rates quoted shall be inclusive all taxes and others duties.

4. Scope of Work:

The Scope is to develop Software to streamline the communication between the Club Management and the Members. Currently Club Management uses, Whatsapp, SMS, facebook post to communication Club news with its members. In order to streamline the processes, an App has been envisioned to accomplish the task.

The App should be integrated with existing SMS gateway of NKDA.

Major Functionalities of the App are as follows :

a) News

The Club regularly provides news and information about the club and the activities hosted in the club to share with its patrons on a regular basis. This information will be relayed to the members via mobile App, SMS.

b) Events

A member now is dependent on SMS, browsing the Notice Board or getting information thru fellow members about the Events which may be incomplete being by word-of-mouth.

This section will help to increase participation in Club Events by providing information to the members on their phone in an effective and exciting manner.

The members can also conveniently confirm their participation in events by clicking the appropriate Event.

- c) **Offer**
 Similar to the Events – at present a member can only know about different offers in circulation only on arrival at the club.
 If the offers are publicized in an effective manner then that will immensely help towards increase of footfall in the club especially during lean/off periods.
 This section will help to publicize the offers and will work towards increasing footfall in an exciting manner which will be win-win for all the parties – the member – the club and the third parties coming with the offers – thus will increase sponsorship.
- d) **Suggestion**
 Members can send suggestions to the Club Management with regards to the Club Operations. The Admin will be able to respond to such suggestions, which can be viewed by the members.
- e) **Facility Booking**
 Members can book various Club Facilities such as halls, Tennis Court, Badminton etc.
- f) **Club Rules**
 The members will now have updated copy of the Club rules in their App. Any change in the rules can be informed to the members in real time basis.
- g) **View and Manage Bills**
 Restaurants can now raise the bills against the member ID, which can be paid by the member latter. The members would be able to view the bills from the mobile.
- h) **Technical Requirements**
 The Mobile App should be available in Android.
 The application should have a web interface as well for managing the administration of the App/Functionality.

5. Eligible Bidder

An individual organization shall submit the bid. No consortium or sub vendor is allowed.

The bidder shall meet the following criteria for eligibility:

- The bidder shall be an Information Technology company or be a subsidiary of an Information Technology company or a renowned company / Organization / firm authorized to sell specific/assorted software products.
- The bidder shall have valid Trade License, Income Tax, PAN, sales tax registration certificate and service tax registration certificate and shall all licenses required to perform the works mentioned in the scope of work.
- The local presence of the bidder in Kolkata is mandatory.
- The Bidder should provide original OEM certificate along with the Bid.

6. Documents to Accompany the Bids

Bidders should note that non-compliance of the following instructions may render the quotation liable for rejection. The **sealed envelope** shall be submitted in tender box in the New Town Kolkata Development Authority 03 MAR, New Town, Kolkata-700156 mentioned in the NIQ No and name of work. The **sealed envelope** must contain the “Techno-commercial” and “Financial” bid in separate envelopes.

7. Organizational Capability

1. The audited financial statement / audited annual report of the last financial year.
2. Valid sales tax / VAT registration certificate.
3. Valid service tax registration certificate.
4. Details of project executed.

8. Techno-commercial

1. Original quotation document duly signed on all pages indicating acceptance of all term and condition.
2. Valid “Trade License”.

3. Valid VAT / Sales Tax Registration. If any bidder does not fall within the ambit of VAT / Sales tax, that shall be indicated separately with supporting documents from the competent authority.
4. Income Tax Return / Trading A/c, Profit & Loss A/c and Balance Sheet / any other form of Final Accounts of the bidder for last 01 (one) year.

9. Time Period:

30 days from the date of issue of Work order.

10. Maintenance Period:

02(two) years from the date of GO-Live. All necessary changes required to be made during the Maintenance period.

11. Deliverables :

Deliverables to be submitted after GO-Live with the invoice.

- a) System Requirement Specification (SRS).
- b) Database structure.
- c) Source Code.
- d) Details credential of Play stores.

12. Payment Terms

- a) 80% payment will be released on Go-Live of application.
- b) 10% will be released after end of 1st year of maintenance from the date of Go-Live.
- c) 10% will be released after end of 2nd year of maintenance from the date of Go-Live.

13. Taxes & Duties

The prices shall be inclusive of all taxes and levies including VAT and service tax.

14. New Town Kolkata Development Authority's Right to Reject any or All Bids

P.M.


Administrative Officer – I
New Town Kolkata Development Authority

Memo No 3810/1(5) /NKDA/Admn-581/2015 (Part)

Dated: 30/06/2017

Copy forwarded for kind information to:-

1. The Finance Officer, New Town Kolkata Development Authority.
2. The Executive Engineer- I, New Town Kolkata Development Authority.
3. PA to CEO, New Town Kolkata Development Authority.
4. Office Notice Board
5. Official Website.(www.nkdamar.org)

Administrative Officer – I
New Town Kolkata Development Authority

FINANCIAL BID

Name of Work: Notice Inviting Quotation for "Design, develop and maintain the Mobile App to manage New Town Business Club for a period of 2 (two) yrs. for New Town Kolkata Development Authority".

SL No	Description of Work	Quoted Rate (In Figures)	Quoted Rate (In Words)
1.	Design, develop and maintain the Mobile App to manage New Town Business Club for a period of 2 (two) yrs. for New Town Kolkata Development Authority.		

N.B. – The above quoted rate is inclusive of all taxes and duties as applicable.

Signature of Bidder with seal _____

Name _____

Business address _____

Tel. No. & Mobile No.: _____

Email: _____

Date:

Place: