

INTEGRATED HEADQUARTERS OF MINISTRY OF DEFENCE (ARMY)
DIRECTORATE GENERAL OF ORDNANCE SERVICES (ADP)

CALL FOR EXPRESSION OF INTEREST

1. Deputy Director General of Ordnance Services Automated Data Processing (DDG OS ADP) of Integrated Headquarters of Ministry of Defence (Army) invites Expression of Interest from interested vendors for a Project for implementing commercial software for management of financial and administrative aspects of civilian personnel. The Package should comprise a comprehensive and total modular solution covering all Human Resource operations such as attendance, leave, pay roll, loans, increment, promotion, arrears and supplementary, temporary duty, transfer, suspension, retirement, death, income tax, medical reimbursement, LTC, pension, audit, reports and returns, biometric authentication of employees and MIS.
2. The vendor will be required to carry out detailed system study, design of the system on web based architecture providing seamless integration, implementation of the system at four selected Depots located in Delhi keeping in mind aspects of high security, archival, testing, parallel run and maintenance of the system besides providing all required documents and training under a stringently quality assured environment.

Prequalification Criteria for Bidders

3. Interested vendors must satisfy the following minimum criteria:-
 - (a) The Vendor must have an annual turnover of not less than Rs One Crore for the last financial year for software development projects. The Vendor will submit their Balance Sheets and Profit and Loss statements for the past three years, certified by a Chartered Accountant in support of his claim.
 - (b) The core competence of the Vendor should be software development and the Company should have preferably designed, developed and implemented HR solution for government employees in other organisations.
 - (c) The Vendor will submit a valid IT clearance certificate for the previous financial year for the company.
 - (d) No joint ventures, consortium of firms, subcontracts or outsourcing will be accepted. Vendor will submit a certificate to this effect.
 - (e) The following will be submitted in support of the projects under taken:-
 - (i) Details of software development projects successfully implemented to include number and types of solutions

provided to each customer with dates and cost. Contact details of a minimum three current clients, who are prepared to discuss the work done, be provided. Copies of acceptance certificates of such projects and license details, if applicable.

(ii) Provide details of any similar project done for other organization.

(f) The Vendor shall not employ personnel of non-Indian origin in execution of this Project. Vendor will submit a certificate to this effect.

(g) The Vendor should have minimum staff strength of 50 professionals trained in RDBMS, Front end Web based Application, System Software, Networking and LAN/WAN connectivity. Vendor will submit a certificate to this effect. Annual staff turnover, as a percentage, will also be provided.

4 Interested Vendors may furnish their Expression of Interest by giving all the necessary documents as mentioned against each of the above mentioned qualifying criteria as proof of having the minimum requirements. The Expression of Interest in a sealed cover along with an application duly signed by an authorised signatory must reach the following address on or before **15 Jun 2008 by 1500 hours**.

**DDG OS ADP
Directorate General of Ordnance Services (ADP)
Integrated HQ of MoD (Army)
DHQ PO New Delhi - 110011**

5 Interested Vendors must provide following information of the Company:-

- (a) Public or Private- If public, details be provided.
- (b) Part of a Group – If yes, provide Group details
- (c) Registered Office details

6. The application of any Vendor is liable to be rejected at any point of time, in case the documents are incomplete or if it is revealed at a later date that the vendor has furnished false information or document. The Government of India reserves the right to accept or reject any application without assigning any reason whatsoever.

7. Short-listed vendors would be issued formal tender enquiry/Request For Proposal inviting their technical and commercial bids at a later date.

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