



INDIAN OVERSEAS BANK

Information Technology Department,

Central Office, 763, Anna Salai, CHENNAI – 600 002

EOI REF NO. EOI / 003/09-10 DATED 20/06/2009

EXPRESSION OF INTEREST FOR REDESIGNING BANK'S INTRANET PORTAL



1. EXPRESSION OF INTEREST (EOI)

INDIAN OVERSEAS BANK (hereinafter referred to as 'the bank') invites Expression of Interest (EOI) from reputed vendors, for providing for redesigning the bank's intranet portal.

The vendor should be a well qualified total solution provider having tested and proven technology, capable of providing an end to end solution for redesigning the intranet portal, migration, testing, implementation, training to users and providing onsite and remote support (hereinafter referred to as 'RBIP').

2. OBJECTIVES OF THE EOI:

This EOI is issued for the purpose of gathering information and finalizing an appropriate and suitable technology for RBIP.s EOI does not constitute a commitment to conduct procurement, or an offer of a contract or prospective contract. Bank shall not be liable for any costs incurred by any potential vendor in preparation and submission of information in response to this EOI.

3. SCHEDULE OF EOI PROCESS:

Address for Communication / Submission of EOI	The Assistant General Manager, Indian Overseas Bank Information Technology Dept, Central Office,
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	763, Anna Salai, Chennai - 600002 Telephone 91-44-28519549/
Date of Issue of EOI	20/06/2009
Last date and time for Submission of EOI	06/07/2009 at 16.00 hrs
Date and time of Opening of EOI	06/07/2009 at 16.30 hrs.
Date and time of issuance of RFP	Will be intimated only to short-list Vendors.
Contact officials	Shri. R.K.Mathur –Chief Manager, Network Division. Shri. S .Krishnamurthy – Senior Manager (Project Manager) Shri. G.Krishnamurthy –Senior Manager (Systems)
Contact e-mail ID	tender@iobnet.co.in

4. SUBMISSION OF EOI & ITS VALIDITY:

The EOI's in sealed covers should be put in the tender box kept in the infrastructure division of Information Technology Department of the Bank's Central Office, Chennai on or before the date and time mentioned in the Schedule for EOI process given in clause 3 of this EOI. In case the covers are too bulky they may be handed over to any one of the following officers of the Bank's Information Technology Department, Network division, Central Office, Annexe Building, (First Floor), Chennai against acknowledgement.

1. Shri. R.K.Mathur –Chief Manager, Network Division.
2. Shri. S.Krishnamurthy – Senior Manager (project Manager)
3. Shri. G.Krishnamurthy –Senior Manager (Systems)

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Any EOI received by the Bank after the deadline for submission of EOI will be rejected. In the event of the specified date and time for the submission of EOI, being declared a holiday for the Bank, the EOI will be received up to the appointed time on the next working day. **Extension of submission date and time will be at the sole discretion of the Bank.**

EOI so submitted should remain valid for a minimum period of 90 days from the scheduled date of opening.

5. EVALUATION AND SHORTLISTING

The Bank will make a preliminary examination of the EOI to determine whether the vendors qualify as per Bank's requirements. Vendor's eligibility will be evaluated based on the Vendor's Qualification Criteria stipulated vide clause 6 of the EOI and such short-listed Vendors have to provide a complete technical presentation/demonstration of their proposed solution to the bank.

On the basis of product demonstration, its compatibility, Vendor's capability to meet the Bank's stipulated terms and conditions, qualified prospective Vendors would be short listed for the purpose of issuing Request for proposal (RFP) and for further process. The short-listed Vendors would be advised to submit the final technical and commercial offers as per terms of the RFP.

Bank will finalise appropriate and suitable technologies on the basis of proposed architectures.

6. VENDOR'S QUALIFICATION CRITERIA:

The documentary evidence of the Vendor's qualifications to perform the contract shall establish to the Bank's satisfaction that:

1. The Vendor is registered as a company in India as per Company Act 1956 and should have been in operation for a period of at least 2 years as on date of the EOI. The Certificate of

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Incorporation and Certificate of Commencement of Business
issued by the Registrar of Companies.

2. The Vendor has registered a turnover of atleast Rs. 15 crores per financial year (Financial year shall mean an accounting period of 12 months Figures for an accounting period exceeding 12 months will not be acceptable) for the last three financial years, (not inclusive of the turnover of associate companies) as per the audited account.
3. The Vendor has registered net profit (after tax) for atleast 2 financial years (Financial year shall mean an accounting period of 12 months. Figures for an accounting period exceeding 12 month will not be acceptable) in the immediate preceding 3 financial years (not inclusive of the net profit of associate companies) as per the audited accounts.
4. The Vendor should be owner of the software solution. The Vendor must be in position to provide support / maintenance / upgradation during the period of contract with the Bank.
5. The Vendor has successfully provided intranet solution similar to the project proposed to be implemented in the Bank, to atleast 2 Banks / Financial Institution / Government organization in India in the last 2 years .Proof of document should be submitted along with Technical Bid.
6. The Vendor has its own support centre to provide prompt and efficient service. The centre should be staffed with personnel under the pay roll of the Vendor with suitable technical qualifications and adequate experience in extending support to the proposed software solution. The list of direct offices to provide prompt and efficient service to the bank should be attached along with the bid.
7. The Owner of the solution should have IPR rights for the products offered.

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8. The Vendor has not been blacklisted by any Government / Government agency / Banks / Financial Institutions in India in the past. The Vendor in their company's letterhead shall provide undertaking to this effect.
9. The bidder to give a declaration in the company letter head that they agree to provide the software solution as per the technical specification and scope of work provided in clause 7 of the EOI.

7. PROJECT DETAILS and SCOPE OF WORK:

The software solution should have the minimum features as per technical specification & Scope of Work enclosed (Annexure-I)

8. FURNISHING OF INFORMATION:

The Vendor is expected to examine all instructions, forms, terms and specifications in these documents. Failure to furnish all information required by the documents or to submit a bid not substantially responsive to the documents in every respect will be at the Vendor's risk and may result in the rejection of its bid.

9. FORMATS AND SIGNING OF BIDS

The original EOI shall be typed and signed by the Vendor or a person or persons duly authorised to bind the Vendor to the contract. The person or persons signing the bid shall initial all pages of the offer. The EOI documents submitted without signature and seal will be summarily rejected.

10. AUTHENTICATION OF ERASURES/OVERWRITING ETC.

Any inter-lineation, erasures, or overwriting shall be valid only if the person(s) signing the EOI initial(s) them.

11. AMENDMENTS TO EOI:

Banks reserves its right to amend any or all of the clauses in the EOI and Annexure to this EOI, if any, including amendments in the schedule for tendering process at any time prior to deadline for submission of EOI, at its sole discretion. Such amendments to EOI will be webcasted through Bank's official website and no separate newspaper advertisement or individual intimation to Vendors will be provided.

During evaluation of the EOI, the Bank may, at its discretion, ask the Vendor for any clarification on its EOI. The request for clarification and the response shall be in writing / email.

The EOI and all supporting documents / templates are the sole property of the Bank and violation of this will be a breach of trust and the Bank would be free to initiate any action deemed appropriate. The EOI and all supporting documents submitted by the Vendors shall become property of the Bank.

Notwithstanding anything contained in any of the clauses in this EOI, the Bank reserves its right to accept or reject any EOI, and to annul each or all the EOI processes and reject all the EOI at any time prior to awarding the offer without thereby incurring any liability to the affected Vendor or Vendors or any obligation to inform the affected Vendor or Vendors of the grounds for the Bank's action.

Page 6 of 6