

# GOVERNMENT OF JAMMU AND KASHMIR

## MISSION DIRECTORATE, ICDS, J&K

121-Green Avenue, Airport Road Hyderpora Opp. Alfarooq Masjid/ Haj House 3<sup>rd</sup> Floor Rail Head, Jammu

The Director,  
Information and Public Relation  
Jammu.

No: MD/ICDS/ 2020/ 33409-11

Dated: 3 -11-2020.

**Subject: Expression of Interest.**

Sir

Kindly find enclosed a copy of EOI/Request for proposal for selection of agency for supply of trained and certified manpower for capturing Demographic and Biometric Data in UT of J&K for its publication in two local leading daily news paper of one Jammu Division and one Kashmir Division immediately.

Yours faithfully

  
Mission Director,  
ICDS, J&K, Jammu

Copy to the :-

1. Principal Secretary to Govt, Social Welfare Department, Civil Secretariat, J&K, Srinagar for information of Principal Secretary.
2. Director General Women and Child Development, J&K, Srinagar for information.



**Mission Directorate**  
**Integrated Child Development Service (ICDS)**  
Government of Jammu & Kashmir

**Request for Proposal**  
**for**  
**Selection of agency for supply of trained and certified manpower**  
**for capturing Demographic and Biometric Data**  
**In UT of J&K**

**September -2020**

**Mission Directorate ICDS,J&K**  
**121-Green Avenue Hyderpora**  
**Opposite Al farooq Masjid**  
**Srinagar, J&K- 190018/ 3<sup>rd</sup> Floor Hajj House Rail Head Jammu**

website [www. https://www.jkicds.com](https://www.jkicds.com)



## Expression of interest

Expression of interest is invited from the interested bidders for selection of agency for supply of trained, qualified and certified manpower for capturing demographic and Biometric data in various ICDS Projects as per annexure enclosed UT of J&K.

The selection shall be as per "Quality and Cost Based System (QCBS)" and procedures described in this RPF,

Brief Details of the EOI:

Items	Description
<b>Scope of Work</b>	Supply of trained, qualified and certified manpower for capturing of Demographic and Biometric Data in the UT of J&K
<b>Cost of Eoi document:</b>	Rs. 1000.00 (non-refundable) through DD
<b>Date of Issue:</b>	Date 02-11-2020 to 16-11-2020
<b>Last date of submission of Eoi:</b>	Date 16-11-2020 upto 4:00 PM
<b>Date of opening of Eoi:</b>	Date 17-11-2020
<b>Venue</b>	Mission Directorate ICDS, J&K, 3 <sup>rd</sup> FLOOR Hajj House Rail Head Jammu
<b>EMD:</b>	Rs.100,000/- (Rupees one lakh only) to be submitted through DD
<b>Address for communication:</b>	Mission Directorate ICDS J&K , 3 <sup>RD</sup> Floor Hajj House Rail Head Jammu-180012

Note: Detailed RFP document can be viewed /downloaded from the website [www.https://www.jkicds.com](http://www.jkicds.com). Bidder has to submit the document fee and EMD amount through DD/FDR/CDR favouring /pledged to Mission Director, ICDS, J&K

All further notifications /amendments shall be posted on [www.https://www.jkicds.com](http://www.jkicds.com).

ICDS reserves the right to reject any or all the Bids in whole or part without assigning any reasons.

  
Mission Director,  
ICDS, J&K, Haj House, Jammu.



### **DISCLAIMER**

The information contained in this Request for Proposal document ("RFP document) or subsequently provided to Applicant(s), whether verbally or in documentary or in any other form, by or on behalf of Mission Directorate ICDS, , J&K or any of its employees or advisors, is provided to the Applicant(s) on the terms and conditions set out in this RFP document and all other terms and conditions subject to which such information is provided in writing.

This RFP document is intended to be and is hereby issued only to the prospective Applicants. The purpose of this RFP document is to provide the Applicant(s) with information to assist the formulation of their Proposals. This RFP document does not purport to contain all the information that each Applicant may require. This RFP document may not be appropriate for all persons, and it is not possible for the ICDS, its employees or advisors to consider the investment objectives, financial situation and particular needs of each Applicant who reads or uses this RFP document. The assumptions, assessments, statements and information contained in the RFP document may not be complete, accurate, adequate or correct. Each Applicant should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments, statements and information contained in this RFP document and where necessary obtain independent advice from appropriate sources. The ICDS Department, its employees and advisors make no representation or warranty and shall incur no liability under anyway, statue, rules or regulations as to the accuracy, adequacy, correctness, reliability or completeness of the RFP document.

The ICDS, its employees and advisors make no representation or warranty and shall have no liability to any person, including any Applicant under any law, statue, rules or regulations or to principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this RFP document or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of the RFP document and any assessment, assumption, statement or information contained therein or deemed to form part of this RFP document or arising in any way for participation.

The ICDS Department also accepts no liability of any nature whether resulting from negligence or otherwise howsoever caused arising from reliance of any Applica mnt upon the statements contained in this RFP document.

The ICDS may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumptions contained in this RFP document before the last date of bid submission.

The issue of this RFP document does not imply that the ICDS is bound to select an Applicant or to appoint the selected Applicant or Concessionaire, as the case may be, for the Project and the ICDS reserves the right to reject all or any of the Applicants or Bids without assigning any reason whatsoever.

The Applicant shall bear all its costs associated with or relating to the preparation and submission of its Bid including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the ICDS or any other costs incurred in connection with or relating to its Bid. All such costs and expenses will remain with the Applicant and the



**RFP for selection of agency for Supply of trained and certified manpower for capturing Demographic and Biometric Data in the UT of J&K**

ICDS shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by an Applicant in preparation or submission of the Bid, regardless of the conduct or outcome of the Bidding Process.

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## **Section-A (ToR)**

### **1. INTRODUCTION:**

The Directorate of Integrated Child Development Services (MDICDS) is primarily concerned with the implementation of schemes related to children in the age group of 0-6 years, adolescent girls as well as pregnant and lactating women. Mission Directorate ICDS has been appointed as Registrar and Enrolment Agency to UIDAI for implementation of Aadhaar project by allotment of Aadhaar Numbers to public at large. ICDS as a Registrar shall work as Enrolment Agency which shall capture Know Your Resident (KYR) demographic data and biometric data from the residents to be given to UIDAI for issuance of UID number (also called Aadhaar). Along with KYR data, Enrolment Agencies will also capture additional fields what may be called as KYR+ which will be decided in consultation with UT UIDAI. This Bid document is intended to invite bids from eligible bidders for supply of trained and certified manpower for undertaking demographic and biometric data collection for enrolment of residents (with special focus on 0-5 years age group) in the UT of Jammu & Kashmir under Registrar/Enrolment Agency Directorate of Integrated Child Development Services.

### **2. Objective:**

To capture Know Your Resident (KYR) demographic data and biometric data from the residents to be given to UIDAI for issuance of UID number (also called Aadhaar).

### **3. Eligibility Criteria:**

- 3.1 The Bidder shall be registered as a legal entity such as, Private Limited Company, Non-profit Company, LLP under the companies act, a proprietorship or partnership firm or a Society/Trust. The Bidder shall be required to submit a true copy of its Incorporation/registration Certificate.
- 3.2 The Bidder must have a valid GSTN certificate. Copy of GSTN Certificate should be provided along the bid.
- 3.3 Bids should be accompanied with latest Income Tax Return and Audited Balance sheet and Profit and Loss Statement.
- 3.4 Consortiums bidders will not be allowed against this offer.



#### 4. Technical evaluation of Proposals:

The Technical evaluation of proposals satisfying minimum eligibility conditions as above shall be done on the following parameters. The Criteria, sub-criteria and point system for detailed evaluation shall be as follows:

#	Evaluation Parameter	Marks
	<b>Organization structure and set up</b>	<b>30 Marks</b>
1.	Established above 1-5 years	25
	Established more than 5 years	30
2.	<b>Experience in the relevant field</b>	<b>40 Marks</b>
	1-3 Job orders	10
	More than 3 orders but less than 6 orders	30
	More than 6 orders.	40
3.	<b>Financial turnover (average last three Financial Years)</b>	<b>30 Marks</b>
	Less Than 10 Lakhs	10
	10-20 Lakhs	20
	Above 20 Lakhs	30
	<b>Total marks</b>	<b>100</b>

#### 5. Bid Evaluation:

The bid will be evaluated on Quality and Cost Based System (QCBS) method. 50 percent weightage will be awarded to the technical part and the financial bid shall carry 50 Percent Weightage. The final selection will be done as per the following formula:

- A. Score obtained in Technical Part = (Points Awarded / 100)\* 50
- B. Score obtained in Financial Bid = (Lowest value of Bid offered against Rs 100/ value of bid offered) \* 50

#### **Final Score = A+B**

The bidder with the highest score will be awarded the contract. In case of tie, bidder with lower value in the financial bid or bidder with higher experience will be preferred.

**6. INSTRUCTION TO BIDDERS**

- 6.1 The bidder will be selected meeting basic eligibility criteria as mentioned in document and in accordance with the method of selection specified in the document.
- 6.2 The name of the Assignment/ job has been mentioned in the Data Sheet. Detailed scope of the assignment/ job has been described in the document.
- 6.3 The date, time and address for submission of the proposals has been given.
- 6.4 The Bidders are invited to submit their Proposal, for Assignment/ job named. The Proposal will be the basis for contract negotiations and ultimately for a signed Contract with the selected Bidder. Bidders should familiarize themselves with Local conditions and take them into account in preparing their Proposals.
- 6.5 Bidders shall bear all costs associated with the preparation and submission of their proposals and contract negotiation. ICDS is not bound to accept any proposal and reserves the right to annul the selection process at any time prior to Contract award, without thereby incurring any liability to the Bidders.
- 6.6 **Maximum bidding price should not exceed Rupees 100/- for each successful generation of Aadhaar (UID)**
- 6.7 All bids should be accompanied with Earnest Money Deposit (EMD) of Rupees One Lakh Only (100,000/-) drawn in favour of /pledged to Mission Director ICDS, J&K
- 6.8 Both, Technical Proposal and Financial Bid in separate sealed envelopes must be kept in a single large size envelope which should reach the office of the Mission Directorate at the given address before the last date and time as given above.
- 6.9 The EMD of unsuccessful bidders shall be returned within 15 days of the opening of the bid, however, EMD of the successful bidder shall be kept as security money and released on successful completion of the project.

**7. SCOPE OF WORK**

The scope of work of the Agency is defined as follows: Scope of work will be as per UIDAI Guidelines (Bidder: please check details scope on [www.uidai.gov.in](http://www.uidai.gov.in) web site)



## **I. FUNCTIONAL SCOPE**

### **A. Hire & Train Manpower for Enrolment:**

**Hiring Manpower:** The agency shall hire manpower to operate the ECMP kits as per the guidelines prescribed by UIDAI and SOP of J&K UT

- i. Operator:** An Operator employed by agency to execute enrolment at the centre. To qualify for this role, person should satisfy the following criteria:
  - a)** The person should be of age 18 years and above.
  - b)** The person shall be minimum 10+2 pass.
  - c)** The person should have a basic understanding of operating a computer and should be comfortable with local language keyboard and transliteration.

#### **Before starting work as an Operator:**

- a)** The operator should have been enrolled for Aadhaar and his/her Aadhaar number should have been generated.
  - b)** The Operator should have undergone training on the process of UID Enrolment and various equipment and devices used during Aadhaar enrolment. Organizing this training is the responsibility of the agency
  - c)** The Operator should have obtained certificate from a testing and certifying agency authorized by UIDAI.
  - d)** The Operator should have been activated, in accordance with UIDAI guidelines, prior to commencing enrolments. The agency is required to have a unique Operator ID for each, to activate them and will be activated under EA code of ICDS
- ii. Verifier:** For each enrolment centre a verifier has to be appointed by the agency, who has to be qualified as per UIDAI norms.
- iii. Technical personnel:** The agency shall make provision for Technical personnel to provide technical support during enrolment at the centre.

### **B. Conduct Enrolment Operations as per Standard Processes**

During the enrolment operation, also publicity and awareness shall be done in coordination with the CDPO and local authorities to encourage enrolments. All content and material for such publicity will be jointly worked by UIDAI/ICDS and shall conform to specifications laid down by UIDAI. The agency would use the software provided by the UIDAI for the collection of demographic data and the biometric data. The software will be supported by a User Manual. UIDAI has defined clear-cut standard processes for Aadhaar enrolment which are published on UIDAI website and all enrolments being done need to be in accordance with SOP manual for Aadhaar enrolment as approved by J&K UT.

### **C. Send Enrolment Data to UIDAI**

The enrolment data must be uploaded through SFTP client of UIDAI within the prescribed time limit notified from time to time.



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The selected agency has to ensure adherence to the instructions laid down by UIDAI for transferring of resident packet data to UIDAI.

**D. Privacy & Security**

Agency will be responsible to make sure that the data is kept in a very secure and confidential manner and under no circumstances, shall they either use the data themselves or part with the data to any other agency other than the UIDAI/ICDS and shall be subject to audit by UIDAI/ICDS/their representative from time to time.

**E. Provide Electronic MIS Reports on Enrolment Status**

Agency shall send enrolment statistics on enrolment status to ICDS on a regular basis. The formats and contents of the MIS reports shall be decided by the ICDS.

**II. GEOGRAPHICAL SCOPE**

The geographical locations/schedule to be catered by the agency is given in Annexure-I.

**8. Service Levels (Illustrative)**

S.No.	Performance of Indicator	Service Level Metric	Penalty on breach of service level (imposed)
1.	Availability of Enrolment monthly station (ES) at the particular centre/ CDPO office identified by the ICDS for setting up of ES as per the work plan	The enrolment centre should be operational within 30 days after the Bank issues Letter of Intent/ Work Order/Contract	Rs. 5000/- per month per instance of violation.
2.	Deployment of Mobile Enrolment Stations (if any requested by the ICDS) where vehicle has been arranged by ICDS	The number of mobile enrolment stations operating in any specific geographic locations should be in line with the approved work plan	Rs. 5000/- per month per instance, if not rectified within 30 days of notification by ICDS.
3.	Data transfer to the UIDAI	10 days from the data of enrolment	Rs 1000 for every day of delay.
4.	All other functions which the Agency is liable to carry out as contract and under the guidelines of UIDAI	No penalty shall get imposed by the statutory/ controlling authorities including UIDAI on ICDS due to fault/ act/ malpractices etc. of agency or any personnel engaged by it	The entire penal amount imposed on ICDS shall be recovered from the agency.



9. **Timelines**

The task of setting up Aadhaar Enrolment and Update Centres in ICDS/CDPO premises shall get rollout within one month from the date of execution of agreement and remain in force till contract period with a target of covering all pending population catchment area/beneficiaries of the ICDS for two year followed by an extension as per requirement subject to the satisfactory performance.

10. **Payment to the Agency**

Outcome based payments shall be made to the agency by ICDS on a monthly basis based on the number of enrolments completed (Aadhaar Generated) and coverage of the scope of work, Fixed charges if any. The EA has to submit his Bill/ Invoice with comprehensive statement of enrolment/ UID issued etc. details as per ICDS requirement to be submitted to respective controlling office as identified by ICDS for payments. Registrar will make payment to EA subject to receipt of payment from UIDAI Taxes deducted at source (TDS), GST & other taxes as applicable will be recovered from payments to the supplier.

11. **General Terms and Conditions**

The following terms and conditions are of a general nature, and are given here only for the information of the prospective enrolling agencies.

**Relationship:** Nothing mentioned herein shall be considered as relationship of master and servant or of principal and agent as between the ICDS and Bidder. No partnership shall be constituted between the two by virtue of this work award, nor shall either party have powers to make, vary or release contractual obligations on behalf of the other party, or represent that by virtue of this or any other empanelment, a partnership has been constituted, or that it has any such power. The bidder shall be fully responsible for the services performed by them or on their behalf.

**Fraud and Corruption:**

The enrolment agencies awarded work through this process must observe the highest standards of ethics during the performance and execution of the awarded contract(s)



ICDS will reject the bid/ revoke the award of work/ terminate the contract, if the bidder has been determined by ICDS to having been engaged in corrupt, fraudulent, unfair trade practices, coercive or collusive. These terms are defined as follows:

- **"Corrupt practice"** means the offering, giving, receiving or soliciting of anything of value to influence the action of ICDS or any personnel in contract executions.
- **"Fraudulent practice"** means a misrepresentation of facts, in order to influence a procurement process or the execution of a contract, to ICDS, and includes collusive practice among applicants (prior to or after Proposal submission) designed to establish proposal prices at artificially high or non-competitive levels and to deprive ICDS of the benefits of free and open competition.
- **"Unfair trade practices"** means supply of services different from what is ordered on, or change in the Scope of Work which was agreed to.
- **"Coercive practices"** means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the execution of contract.
- **"Collusive practices"** means a scheme or arrangement between two or more bidders with or without the knowledge of the ICDS, designed to establish prices at artificial, non-competitive levels;

**Governing Language:** All contracts and documents shall be written in English Language.

**Applicable Law:** Applicable Law means the laws and any other instruments having the force of law in India as they may be issued and in force from time to time.

**Indemnity:** The bidder/applicants will indemnify ICDS/UIDAI against any misuse of its Name and Logo. For any such misuse the bidder themselves will be held responsible. ICDS/ UIDAI will take necessary actions for such cases and will not be responsible for any miscommunication or harm caused to any party because of any misrepresentation of its name and logo by the applicant

**Conflict of Interest:** The award of works requires that bidder enrolment agencies shall provide professional and objective services and at all times hold the purchaser's interests paramount, strictly avoid conflicts of interest with other assignments or their own corporate interests and act without any consideration for future work. The fidelity of the enrolment process and the enrolment data shall be maintained at all times.

Without limitation on the generality of the foregoing, bidder, and any of their affiliates, shall be considered to have a conflict of interest and shall not be empanelled, under any of the circumstances set forth below

**Conflicting relationships:** A conflicting relationship would include a Bidder (including its Personnel and Sub-agencies) that has a business or family relationship with a member of the ICDS/ UIDAI staff who is directly or indirectly involved in any part of:

- The preparation of the Terms of Reference of the project/ assignment,



- The selection process for such project / assignment

### **Commencement, Completion, Modification and Termination of Contract**

Purchaser entering into contract with the agency, reserves the right to withdraw award of work / terminate contract and forfeit the EMD amount in any of the following circumstances by giving the written notice of 15 days to the agency

- i) Submission of false particulars/fake documents, information provided is found to be incorrect.
- ii) Evidence of sub-contracting of enrolment work
- iii) Contract conditions are not met within the specified time period.
- iv) Bidder becomes insolvent, bankrupt; resolution is passed for the winding up of the bidder's organization
- v) Significant changes to the organization leading to change of management, or in the course when the enrolments are being conducted are not notified to purchaser
- vi) Non co-operation during audits/inspections by UIDAI/Registrars/auditing agencies empanelled/ appointed by these
- vii) Conditions arising from audits are not met within the specified time period.
- viii) Misleading claims about the setting up of ESs and/or empanelment status are made.
- ix) Clear evidence is received that empanelled agency is in breach of copyright
- x) Non-adherence to the UIDAI/registrar's prescribed enrolment processes and guidelines, which include usage of certified biometric devices, use of latest enrolment client version, timely client sync and upload of resident data packets.
- xi) Not uploading correct enrolment centers and respective contact persons details.
- xii) Poor quality of biometrics and demographics data.
- xiii) Poor performance reports/Complaints received against the Enrolment Agency.
- xiv) Deploying Enrolment Operators/supervisors who either do not have their Aadhaar generated and/or are uncertified and /or inactive as per UIDAI activation protocols.
- xv) Not maintaining the confidentiality of the documents, data collected or any other violation of UIDAI data security guidelines for Enrolment Agencies.
- xvi) Non-provision of necessary infrastructure at the enrolment centers.
- xvii) Undertaking enrolment operations at locations without valid agreement /approval of the Registrars
- xviii) Involved in any fraud activity such as taking of money for Enrolment, etc.
- xix) Project not initiated as per the Work Order/LOI Issued.
- xx) Quality of work not as per the UIDAI Standard.

RFP for selection of agency for Supply of trained and certified manpower for capturing Demographic and Biometric Data in the UT of J&K

ICDS reserves the right to reject any or all the Bids in whole or part without assigning any reasons.

### Annexure II - Qualification for Bidder

#### Qualification

The bidder must be a firm established for a long time and must have a track record of similar work in the past. The bidder must be a firm established for a long time and must have a track record of similar work in the past.

(i) The bidder must be a firm established for a long time and must have a track record of similar work in the past.

(ii) The bidder must be a firm established for a long time and must have a track record of similar work in the past.

(iii) The bidder must be a firm established for a long time and must have a track record of similar work in the past.

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(xi) The bidder must be a firm established for a long time and must have a track record of similar work in the past.

(xii) The bidder must be a firm established for a long time and must have a track record of similar work in the past.

(xiii) The bidder must be a firm established for a long time and must have a track record of similar work in the past.

### Annexure-I --Geographical Location



## Annexure II – Guidelines for Enrolment

For guidelines pertaining to Resident Enrolment for Aadhaar refer the latest versions of the following documents available in the “Process Manuals and Guidelines” section on UIDAI website <http://www.uidai.gov.in>

- i) Resident Enrolment Process Document
- ii) Agency roles and responsibilities – for activities that an Agency needs to undertake during the Aadhaar Enrolment Program
- iii) Agency Checklist for Refresh Phase
- iv) Operator roles and responsibilities – for Operator hiring
- v) Supervisor roles and responsibilities -for Supervisor hiring.
- vi) Capability Building Framework – for training of EA personnel
- vii) Suspension Policy
- viii) Data Quality and Penalty Policy
- ix) Data Protection and Security Guidelines for EA.
- x) Update Policy
- xi) Policy on PECs
- xii) Stolen Machines Policy
- xiii) Exit Policy

The following is the UIDAI specified unit rates for different Activities to be carried out and charged directly from the Residents. No additional charges shall be collected by agency. This is in addition to the assistance to be paid to agency for each successful generation as per the bid amount mentioned by the agency.

Services	UIDAI specified unit rates –to be charged by agency from the residents (Rs)
Aadhaar generation (successful)	Free of cost
Successful Mandatory biometric update (MBU)/MBU along with demographic update	Free of cost
Full Biometric with or without demographic update	Rs 100.00
Only Demographic update	Rs 50.00
e-Aadhaar download and color print on A4 sheet	Rs 30.00

**Section-B (Technical Bid Format)**

**Tech-1**

**(proposal submission letter)**

To,  
Mission Directorate ICDS,  
J&K UT, Srinagar – 190018, J&K

**Dear Madam,**

We, the undersigned, offer to provide trained and certified manpower for capturing of Demographic and Biometric Data in the UT of J&K to capture Know Your Resident (KYR) demographic data and biometric data from the residents to be given to UIDAI for issuance of UID number (also called Aadhaar) in accordance with your Request for Proposal dated .....

We are hereby submitting our Proposal, which includes this Technical Proposal, and a Financial Proposal with requisite EMD and bid processing fees.

We hereby declare that all the information and statements made in this Proposal are true and accept that any misinterpretation contained in it may lead to our disqualification.

If negotiations are held during the period of validity of the Proposal, we undertake to negotiate on the basis of the proposed staff. Our Proposal is binding upon us and subject to the modifications resulting from Contract negotiations.

We understand you are not bound to accept any Proposal you receive.

We remain,

Yours sincerely,

Sig of Auth representative  
(on firm/ company letter head with stamp)



## FORM TECH-2

### Details of Bidder

a.	Name of Bidder with full address	:			
b.	Tel. No.	:			
c.	Fax No.	:			
D	Email	:			
e.	Year of Incorporation. (attach Incorporation/ regd. Certificate)	:			
f.	Name and address with full details of the authorized person. (Mobile/ Tel/ Email Address)	:			
g.	(i) Place of Business.	:			
	(ii) Date of Registration.	:			
h.	Name of Bankers with full address.	:			
i.	GSTN Registration Number (copy).	:			
j.	Permanente Account Number (copy).	:			
k.	Financial Turnover (from Last Three Years) (Furnish Latest Audit Reports (Balance Sheet and Profit & Loss Statement)	:	2017-18	2018-19	2019-20
l.	Are You filing ITRs. (Enclose Latest ITR Acknowledgements)	:			

**Form 2B: Format for Financial Capability of the Bidder**  
(Equivalent in Rs. crores)

Bidder					
FY	2017-18	2018-19	2019-20	Total	Average
Annual Turnover					

**Certificate from the Statutory Auditor**

This is to certify that .....(name of the firm/company) has received the payments and annual turnover as shown above against the respective years.

For

Chartered Accountants

Place : -

Date : -



**FORM FIN-1**

**FORMAT FOR SUBMISSION OF FINANCIAL QUOTE**

To,

Mission Directorate ICDS,  
JK UT , Jammu J&K.

**Subject: Supply of trained and certified man power for capturing of Demographic and Biometric Data in the UT of J&K.**

Dear Madam,

With reference to the above letter please finds our offer as under;

Supply of trained and certified manpower for capturing of Demographic and Biometric Data in the UT of J&K to capture Know Your Resident (KYR) demographic data and biometric data from the residents to be given to UIDAI for issuance of UID number (also called Aadhaar) in accordance with your Request for Proposal	Rs..... /- (..... only)  lump-sum + GST (existing % of GST to be disclosed, if applicable)
---	--

Thanking you,  
Yours sincerely

Name/ Designation of the Auth Representative  
On letter heads of the firm/ company