



**Uttarakhand Livestock Development Board**  
**Pashudhan Bhawan, Ist Floor, Mothrowala,**  
**Dehradun-248001, Uttarakhand, India**

**GSTIN: 05AABFU8674M1ZK**

Telefax : 0135-2532619, Email: [ceo\\_uldb@rediffmail.com](mailto:ceo_uldb@rediffmail.com) Website: [www.uldb.org](http://www.uldb.org)

**E-PROCUREMENT NOTICE**

**Invitation for Bids for Outsourcing of Firm for Data Entry Work of MIS Cell of ULDB**

<b>Bid Reference No.</b>	:	4361/ULDB/ Store/MIS(1/247)/2018-19 Dated: 01 March 2019
<b>Price of bidding document (non refundable)</b>	:	₹236.00
<b>Date of Release of Invitation for Bids in <a href="https://uktenders.gov.in">https://uktenders.gov.in</a></b>	:	02 <sup>nd</sup> March 2019
<b>Availability of Bid Document and Mode of Submission</b>	:	<p>The bidder would be required to register in the web site which is free of cost. The bidders are required to have Digital Signature Certificate (DSC) for online submission of bids. The DSC will be obtained from any one of the authorized certifying authorities. Details of subsequent addendum/corrigendum/cancellation etc. may be obtained from <b><a href="https://uktenders.gov.in">https://uktenders.gov.in</a></b></p> <p>The bidder are required to submit following things offline in physical form to the office of Uttarakhand Livestock Development Board, Pashudhan Bhawan, IInd Floor, P.O. Mothrowala, Dehradun- 248001, Uttarakhand on or before the due date either by courier or registered post or by hand:</p> <p>(a) Original Demand Draft towards the cost of bid document (b) Original Bid Security (C) Declaration in ₹100.00 Non Judicial Stamp Paper</p> <p>In case of Non submission of above the bid shall be considered as non-responsive.</p> <p>Scanned copy of all other documents that are part of bid have to be submitted online only and will not be accepted offline in physical form.</p>
<b>Last date and time for Receipt of Bids in <a href="https://uktenders.gov.in">https://uktenders.gov.in</a></b>	:	15 <sup>th</sup> March 2019 at 11.00 AM
<b>Time and date of Opening of Financial Bids of Technically qualified bidders</b>	:	15 <sup>th</sup> March 2019 at 11.30 AM
<b>Place of Pre Bid Meeting and Opening of Bids</b>	:	Uttarakhand Livestock Development Board, Pashudhan Bhawan, IInd Floor, P.O. Mothrowala, Dehradun-248001, Uttarakhand
<b>Address of Communication</b>	:	Same as above

The cost of bid document to be submitted in the form of Demand Draft or Bankers Cheque of any nationalized/ scheduled/ recognized Bank favoring "Uttarakhand Livestock Development Board" payable at "Dehradun, Uttarakhand".

Chief Executive Officer  
**Uttarakhand Livestock Development Board**



# Uttarakhand Livestock Development Board

Pashudhan Bhawan, 1st Floor, Mothrowala,  
Dehradun-248001, Uttarakhand, India

GSTIN: 05AABFU8674M1ZK

Telefax : 0135-2532619, Email: [ceo\\_uldb@rediffmail.com](mailto:ceo_uldb@rediffmail.com) Website: [www.uldb.org](http://www.uldb.org)

## INVITATION FOR BIDS FOR OUTSOURCING OF FIRM FOR DATA ENTRY WORK OF MIS CELL OF ULDB

Dear Sir,

1. The ULDB (the Purchaser) is state implementing agency for implementation of National Program for Bovine Breeding and Rashtriya Gokul Mission in the State of Uttarakhand. The ULDB is providing inputs to more than 1300 artificial insemination centers. The ULDB has developed software for monitoring of artificial insemination and input distribution program. The ULDB is also using INAPH developed by NDDB for progeny testing and artificial insemination monitoring program. The data obtained from all centers are being entered in the software. As per our experience at least 3 data entry operators on regular basis is required for the data entry work. The ULDB is inviting rates for the outsourcing of firm for data entries & report generation work. You are invited to submit your most competitive bid for the following work:

S. No.	Description of Work	Details of Job	Commencement of Work
1.	Data Entries & Report Generation work	Entry of data of MIS Cell in ULDB Progress Monitoring & Input Distribution Software and INAPH Software as per Annexure I	Within one week from the date of order

### 2. Submission of Bid:

- 2.1 The Cost of bid document, Bid Security shall be submitted through Registered Post/ Courier/ by Hand so as to reach the Uttarakhand Livestock Development Board, Pashudhan Bhawan, 1st Floor, P.O. Mothrowala, Dehradun- 248001, Uttarakhand not later than the specified date and time. The envelope must be superscribed with "Bid for the Data Entry Work of MIS Cell of ULDB".
- 2.2 Envelope shall be addressed to the Purchaser at the following address:  
Chief Executive Officer, Uttarakhand Livestock Development Board,  
Pashudhan Bhawan, 1st Floor, P.O. Mothrowala, Dehradun-248001, Uttarakhand
- 2.3 Envelope shall also indicate the name and address of the Bidder.
- 2.4 Bids without Cost of Bid Document, Bid Security and Declaration will be rejected.
- 2.5 The bid shall be submitted along with Bid Security of ₹15,000/- (₹ Fifteen Thousand Only) in the form of Bank Draft in favor of "Uttarakhand Livestock Development Board" payable at "Dehradun".
- 2.6 The contract shall be for the full quantity as described in table, corrections, if any, shall be made by crossing out, initialing, dating and rewriting.
- 2.7 The price shall be quoted in Indian rupees only. All duties, taxes and other levies payable by the contractor under the contract shall be included in the total price.
- 2.8 Bid shall remain valid for a period not less than 45 days after the dead line date specified for submission.

### 3 Opening of Bids:

- 3.1 In the presence of Bidder's representatives the Purchaser will open Bids of only those bidders whose Cost of Bid Document, Bid security and Declaration will reach to Uttarakhand Livestock Development Board by or before the date and time as specified in bid document.
- 3.2 In event of the specified date of Bid opening being declared a holiday for the Purchaser, the Bids shall be opened at the appointed time and location on the next working day.

- 3.3 The bidders names, bid modifications or withdrawals and the presence or absence of requisite bid security and such other details as the Purchaser, at its discretion, may consider appropriate, will be announced at the opening.
4. **Clarification of Bids:** During evaluation of bids, the Purchaser may, at its discretion, ask the Bidder for a clarification of its bid. The request for clarification and the response shall be in writing and no change in prices or substance of the bid shall be sought, offered and permitted.
5. **Evaluation and Comparison of Bids:**
- 5.1 **Financial Bid (BOQ) shall be evaluated on lowest cost basis.**
- All the taxes and other levies indicated in the Financial Bid will be taken for the Financial Bid evaluation.
  - The Bidder quoting the lowest price (L1) including all incidentals, taxes etc. will be selected for the award of contract
6. **Award of Contract:** The ULDB will award the contract to the bidder whose bid has been determined to be substantially responsive and who has offered the lowest evaluated bid price. The successful bidder will have to sign the agreement on non judicial stamp paper of ₹100/- the cost of which shall be borne by the bidder & shall have to submit performance security equivalent to 8% of the contract value in the form of Bank Draft, Bankers Cheque or FDR of any nationalized/ scheduled/ registered bank valid up to 60 days after the date of completion of performance obligations including warranty obligations in favor of/ pledged to “Uttarakhand Livestock Development Board” payable at “Dehradun”.
7. **Duration of Contract:** The contract shall be made for one year duration which may be increased on mutual consent of both the parties.
8. Payment shall be made on monthly basis within 15 days of submission of bill.
9. All the data & reports shall be property of ULDB & publication & use of such data / reports shall not be done without prior permission of Chief Executive Officer, ULDB.
10. The data will be offloaded to all the computers installed in ULDB office & the server of ULDB office will be used for data storage & processing.
11. The Hardware & Software provided by ULDB shall be maintained by the successful bidder.
12. **Liquidated Damage for Delays:** Non satisfactory fulfillment of performance obligation will result in termination of contract & in such cases the Performance Security submitted by the successful bidder shall be forfeited.
13. **Resolution of Disputes:** In case of dispute relating to the enforcement of the provisions of agreement, Chairman, ULDB or his authorized representative shall act as arbitrator in the matter as per the provisions of the Arbitration Act of Government of India.  
Any dispute arising out of this agreement will be settled under the jurisdiction of Dehradun Court (under Uttarakhand high court).
14. Notwithstanding the above, the purchaser reserves the right to accept or reject any bid and to cancel the bidding process and reject all bids at any time prior to the award of contract.

**Chief Executive Officer**  
Uttarakhand Livestock Development Board

**Description of Work:**

**Data Entry:**

1. Entry of the data obtained by the ULDB office on the prescribed formats viz.
  - ✚ Format F/G: **Monthly Progress Report: Artificial Insemination and & LN2 & DFS**
  - ✚ Challan Bills: **as obtained by ULDB against the inputs supplied to the Artificial Insemination Centers**
  - ✚ INAPH Data: **as obtained by ULDB from the Artificial Insemination Centers**
  - ✚ Format D : **Artificial Insemination Register: Cow**
  - ✚ Format E : **Artificial Insemination Register: Buffalo**
2. Thorough checking & generation of reports related to above mentioned forms as & when required by ULDB office.
3. Maintenance of Field based records & challan bills in proper order so that the records can be retrieved when ever needed.
4. The successful bidder will be responsible for the authenticity of all the data entered.
5. The personnel deputed by the successful bidder will directly report to the Chief Executive Officer, ULDB or any other officer deputed by him.

**Chief Executive Officer**  
Uttarakhand Livestock Development Board

**DECLARATION**

**(To Be submitted in Original in ₹100.00 Non judicial stamp paper)**

Date: .....

To:

Chief Executive Officer  
Uttarakhand Livestock Development Board  
Pashudhan Bhawan, Ist Floor,  
P.O. Mothrowala,  
Dehardun – 248001, Uttarakhand, India

Sir,

I Having examined the Bid Reference No.: 4361/ULDB/ Store/MIS(1/247)/2018-19 Dated: 01 March 2019 including including Addenda Nos. ....[insert numbers], the receipt of which is hereby duly acknowledged, we the undersigned, will abide all the terms and conditions as specified in the bidding document and offer to supply and deliver.....(Description of Goods and Services) in conformity with the said bidding document.

We undertake, if our bid is accepted, to deliver the goods/ perform services in accordance to the terms and conditions of the bidding document.

Until a formal contract is prepared and executed, this bid, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.

We undertake that, in competing for (and, if the award is made to us, in executing) the above contract, we will strictly observe the laws against fraud and corruption in force in India.

We understand that you are not bound to accept the lowest or any bid you may receive.

We declare that presently our Company/ firm has an unblemished record and is not declared ineligible for corrupt & fraudulent practices, is not blacklisted either indefinitely or for a particular period of time, nor has had work withdrawn, by any State/ Central Government/ PSU.

We clarify/confirm that we comply with the eligibility requirements as per the bidding document.

Name of the Bidder:

Complete Postal Address:

Date:

PAN:

(Copy enclosed)

GSTIN:

(Copy enclosed)

Bidders Signature and Seal: