



# PSB Alliance Private Limited

Promoted by Banks

**REQUEST FOR PROPOSAL (RFP)**

**FOR**

**EMPANELMENT OF INFORMATION TECHNOLOGY  
CONSULTANTS**

**(RFP Ref. No. PSBA/TENDER/IT Cnslt/2022-23/003)**

**Date: 12 September 2022**

**PSB ALLIANCE PVT. LTD., 4<sup>TH</sup> FLOOR, METRO HOUSE, METRO CINEMA  
BUILDING, MAHATMA GANDHI ROAD, DHOBI TALAO, NEAR NEW MARINE  
LINES, MUMBAI - 400020**

PSB Alliance Private Limited (herein after referred to as "Company") invites Proposals from experienced Vendors/ Consultants (hereinafter also referred to as "Bidder" with proven capabilities in providing Information Technology and Business Consultancy Services. For the purpose of this RFP the consultant will be the single point of contact for the Company and will be entirely responsible for the project including performance, availability and efficiency of the resources.

RFP Reference No.	PSBA/TENDER/IT Cnslt /2022-23/003
Last Date for Submission of Queries	19 <sup>th</sup> September 2022
Date of Pre-Bid Meeting	20 <sup>th</sup> September 2022 at 3:00 PM
Last Date for Submission of RFP Proposal	30 <sup>th</sup> September 2022, 3:00 PM
Date of Opening of RFP Proposal	30 <sup>th</sup> September 2022, 3:30 PM
Issued By	Officer Operations PSB Alliance Private Limited
=====	
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The cost of RFP document is Rs. 20,000/-. The RFP document can be downloaded from Company's website <https://www.psballiance.com/tenders-and-notices.html>. The Vendor should pay the cost of the document by means of DD drawn on any scheduled Bank for Rs. 20000/- (INR Twenty thousand only) in favor of PSB Alliance Private Limited, payable at Mumbai and enclose the same with RFP submission document.

### Disclaimer

While the document has been prepared in good faith, no representation or warranty, express or implied, is or will be made, and no responsibility or liability will be accepted by the Company or any of its employees, in relation to the accuracy or completeness of this document and any liability thereof expressly disclaimed. The RFP is not an offer by the Company, but an invitation for Service Providers' responses. No contractual obligation on behalf of the Company, whatsoever, shall arise from the offer process unless and until a formal contract is signed and executed by duly authorized officials of the Company and the Bidder.

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## 1. Introduction

Considering the need and the potential of consolidating common IT and business services for all Public Sector Banks (PSB's) it was felt to create a separate entity named "PSB Alliance Pvt. Ltd."

PSB Alliance Private Limited (previously known as CORDEX India Private limited, an IBA initiative for Operational Risk loss Data Exchange which is promoted by Banks and incorporated in 2010,) , a Company incorporated under the Companies Act, 1956 is a Non-Government Company and registered at Registrar of Companies, Mumbai.( hereinafter also referred to as "PSB Alliance / the Company")

The Company which has been created by the Public Sector Banks (PSBs) as its members, will act as an intermediary for all the PSBs to cater to the common business, IT and operational needs of its member Banks. The Company will also create common applications/platform by drawing on the experience and inputs from these Banks and take advantage of the combined Scale of operations. This will help the PSBs to lower their cost of acquiring new business platforms/technologies and at the same time will benefit their customers to have access to the latest technology coupled with standard robust processes.

## 2. Project Objective

PSB Alliance intends to empanel Consultants for its various IT and Business activities / initiatives that it undertakes from time to time. Further it is also envisaged that empaneled consultants will also be used by PSB Alliance to provided services to its members Banks. Through this RFP, proposals are invited for empanelment of Consultancy firms/ Organizations/ LLPs to provide consultancy services for various IT and business projects/ activities and projects which PSB Alliance may decide to undertake for itself as well on behalf of its member Banks. Accordingly, as and when the need for consultancy services arises for any of the IT or business -related activities for PSB Alliance or its member Banks, an enquiry with the detailed scope, deliverables, timelines, evaluation methodology and payment terms for the particular initiative will be sent to the empaneled IT consultants and quotations / bids will be invited from them. The lowest commercial bid received from the empaneled consultants for the given requirement will determine the successful consultant for the respective consultancy work / IT Project. The Company depending on the nature of the consulting engagement may also make it Techno Commercial. The detailed evaluation methodology for each consulting engagement will be intimated to the empaneled bidders in writing.

Any deviations mentioned in the bid will not be considered and evaluated by PSB Alliance. PSB Alliance reserves the right to reject the bid, if bid is not submitted in proper format as per the RFP.

## 3. Scope of Work

### 3.1 Detailed Scope of Work

A broad list of activities includes formulation of Strategy, vendor evaluation and selection, project management, market research / study, financial modelling, sourcing strategy and would also include Identification of Initiatives as per Regulatory Guidelines etc.

PSB Alliance on behalf of all PSU Bank's plan to implement various new industry-wide business / IT projects like doorstep banking, e-auction portals, private cloud, MSME ecosystem etc. This will include assessment

of requirement, preparation of a well-researched RFP, evaluation of bids, attending technical presentations, site visits etc. The above listed projects are only indicative in nature.

The Consulting firm shall deploy qualified and experienced resource at PSB Alliance in respect of the selected assignments/Project as required for the specific initiatives.

The general scope of work to be performed by the selected bidder is outlined below. The below scope is indicative. Any activity/service which forms a part of IT Consulting but not explicitly mentioned in scope of work of this RFP, would form part of this RFP and the accordingly the successful Bidder is expected to provide the same to PSB Alliance, during the contract period. The Bidder needs to consider and envisage all services that would be required in the Scope and ensure that the same is delivered to PSB Alliance. PSB Alliance will not accept any plea of the Bidder at a later date for omission of services on the pretext that the same was not explicitly mentioned in the RFP. Further, PSB Alliance's internal documents or other related documents, various processes are not allowed to be carried out of the PSB Alliance's Premises. The consultant has to ensure confidentiality in respect of the same is maintained at all times.

- ✓ Conduct benchmarks and market survey for available solutions/ players, perform cost benefit analysis, undertake price discovery, peer PSB Alliance's review etc.
- ✓ Assist the Company in formulation of the functional and technical requirements, RFP /EOI formulation, evaluating and selecting various vendors as per CVC guidelines for various initiatives of the Company.
- ✓ Provide advisory services to the Company for vendor evaluation, selection, technical assistance, PMO for its projects.
- ✓ Work with PSB Alliance for projects of member Banks
- ✓ Provide program governance and management for various initiatives undertaken by the Company or for its member banks.
- ✓ The consultant will undertake Risk Identification and Impact Analysis etc. of existing IT environment of PSB Alliance and prepare Mitigation plan and provide IT Risk management
- ✓ Review of PSB Alliance's Information/Cyber Security Infrastructure.
- ✓ Industry and trend analysis global and domestic for identified initiatives
- ✓ Identify common industry initiatives which can be taken up by PSB Alliance on behalf of all PSU Banks.
- ✓ Assist PSB Alliance in overall business / IT / Digital strategy formulation
- ✓ Re-engineering and re-define business processes including process maps and journeys.
- ✓ Review the progress made in the implementation of the project.
- ✓ Develop and outsourcing cloud policy  
Review and Modify IT and security policies
- ✓ Identifying and redefining operational processes impacted by new technology changes and integration.
- ✓ Assist in Business Case Development for identified initiatives including financial and revenue models
- ✓ Any other scope that the Company may wish the consultants to undertake over the period of the empanelment.

### 3.2 Contract Duration

Period of empanelment will be for two years. No interim enquiries will be entertained. The decision taken by PSB Alliance shall be final and no representation or correspondence shall be entertained.

## 4. Eligibility Criteria

#	Eligibility Criteria	Supporting Documents
1	The Consultant should be a company registered under Companies Act, 1956 / 2013 / LLP Act, 2008/ partnership, operating in the field of IT Consultancy/ IT Advisory practice for at least 5 years as on the date of RFP. The Vendor should be registered for GST. It should not be individual/ proprietorship firm/ HUF etc.	A write up about the company / firm, its standing and past work done. (Not exceeding 2 pages). A copy of the certificate of Incorporation / Registration Certificate or any other valid certificates issued by Registrar of Companies / firms and full address of the registered office.
2	The Consultant should have minimum annual turnover of Rs. 50 Crores per year during the last three financial years (2019-20, 2020-21 & 2021-22) as per audited financial statements.	Copy of the audited balance sheet of the company showing turnover of the company for the consecutive last three financial years (2019-20, 2020-21, 2021-22)
3	The Consultant should be profitable in last three financial years (i.e., 2019-20,2020-21,2021-22)  In case of a wholly owned subsidiary, the net worth of parent/ holding company will be taken into consideration.	Copy of the audited balance sheet of the company for the consecutive last three financial years (2019-20,2020-21,2021-22)
4	Consultant should not have been black-listed by (the Central / any of the State Governments or any Financial Institutions in India as on date of RFP submission) any bank / institution in India.	Self-declaration to this effect on the company's letter head should be submitted. Vendor has to submit a Declaration in the format as mentioned in the Annexure – VIII.
5	The Bidder should have presence of more than three years in India and possess expertise in carrying out IT Consultancy	Self-declaration to this effect on the company's letter head should be submitted.
6	Firm should be prime bidder and no consortium is allowed for the services to be offered	Undertaking to be submitted
7	The Bidder should have provided consultancy for vendor selection for procurement of IT infrastructure and applications including project management, implementation and support in at least one Scheduled Commercial Bank in India with 1500+ branches. *Ongoing engagements will be considered	Credential letter OR Copy of Purchase Order/ Contract copy
8	The bidder should have neither failed to perform on any agreement during the last three years, as, evidenced by imposition of a penalty by an arbitral or judicial pronouncement or awarded against the Vendor or its Affiliates /Group Companies/member firms, nor from any project or agreement nor had any agreement terminated for breach.	A self-declaration to be furnished by the Vendor on the Company's letter head signed by the authorized signatory for the same.

#	Eligibility Criteria	Supporting Documents
9	The bidder should be CERT-IN empaneled organization	Valid copy of the CERTIN-IN empanelment certification as on date of submission of the bid.

**Note:**

1. Non-compliance of any of the above criteria would lead to direct rejection of the vendor.
2. The vendors are expected to note that they should submit sufficient documentary evidence to ensure they comply to the criteria specified in the table above.
3. Scheduled commercial banks specified above do not include RRB's and cooperative Bank.
4. The Company reserves the right to make independent enquiries regarding the veracity of the claims made by the Vendors regarding their eligibility. During the entire process in case, it is found that the Vendor does not fulfill the requisite criteria, or ceases to fulfill any one or more of the criteria prescribed herein, or had given any false or misleading representation /declaration about its eligibility, the Company shall be at liberty to forthwith terminate further engagement with such bidder at whatsoever stage the process might be without any notice and also initiate such legal action against the Vendor as deemed appropriate.
5. The Bidder to submit an undertaking that none of its subsidiary or associate or holding company or companies having common director/s or companies in the same group of promoters/management or partnership firms/LLPs having common partners is not owned by any Director or Employee of PSB Alliance
6. Brief details of litigations, disputes related to services being procured under this RFP or infringement of any third party Intellectual Property Rights by prospective Bidder or disputes among Bidder's board of directors, liquidation, bankruptcy, insolvency cases or cases for debarment/blacklisting for breach of contract/fraud/corrupt practices by any Scheduled Commercial Bank/ Public Sector Undertaking / State or Central Government or their agencies/ departments or any such similar cases, if any are to be given on Company's letter head.

#### 4.1 Application fees & Earnest Money Deposit

All vendors will have to submit the following and only those proposals with the application fee and EMD will be considered for Eligibility Criteria evaluation:

1.	Application Fees of INR 20,000/- Non-Refundable	The application can be downloaded from PSB Alliance Private Limited website. Application fee of Rs. 20,000/- is to be submitted along with the RFP response by way of DD.
2.	Non-Interest EMD of INR 2,00,000/- (Rupees Two Lakhs Only)	By way of Bank Guarantee favoring "PSB Alliance Private Limited" from a Scheduled Commercial Bank in India (as per the format provided in the <b>Annexure-V</b> valid for a period of 6 months including a claim period of 3 months.

As per recommendations of GOI, PSB Alliance has decided to waive off Tender Fee & EMD for MSME entrepreneurs.

The PSB Alliance may accept Bank guarantee in lieu of EMD for an equivalent amount valid for 180 days from the last date of bid submission and issued by any scheduled commercial bank acceptable to the PSB Alliance. The PSB Alliance will not pay any interest on the EMD. Any Bid not secured, as above, will be rejected by PSB Alliance, as non-responsive.

The EMD is required to protect PSB Alliance against the risk of Bidder's conduct, which would warrant the EMD's forfeiture.

The EMD made by the bidder will be forfeited if or Bank Guarantee furnished by the bidder for EMD shall be invoked if:

1. The bidder withdraws his tender before processing of the same.
2. The selected bidder withdraws his tender before furnishing an unconditional and irrevocable Performance Bank Guarantee.
3. The bidder violates any of the provisions of the terms and conditions of this tender specification.
4. If a Bidder makes any statement or encloses any form which turns out to be false / incorrect at any time prior to signing of Contract; or
5. In the case of successful Bidder/ Bidder fails to sign the Contract within the time specified by PSB Alliance; or to furnish Performance Bank Guarantee within the time specified in this RFP.

The EMD will be refunded to:

1. The Successful Bidder, only after furnishing an unconditional and irrevocable Performance Bank Guarantee (PBG) favoring PSB Alliance Pvt. Ltd. of INR 10,00,000/- (Indian Rupees Ten Lakhs only) for 24 months including claim period of 12 (twelve) months, validity starting from its date of issuance. The PBG shall be submitted within 15 days of the PO issued from the PSB Alliance.
2. The Unsuccessful Bidder, only after acceptance of the PO by the selected bidder

Exemption from submission of Tender Fees & Earnest Money Deposit (EMD) shall be given to bidders who are Micro, Small & Medium Enterprises (MSMEs) and registered under provisions of the Policy i.e. registration with District Industries Centre (DIC) or Khadi and Village Industries Commission (KVIC) or Khadi and Industries Board (KVIB) or Coir Board or National Small Industries Commission (NSIC) or directorate of Handicrafts and Handlooms or Udyog Aadhaar Memorandum/ Udyam Registration (as applicable) or any other body specified by Ministry of MSME. Bids received without EMD from bidders not having valid NSIC registered documents for exemption will not be considered.

To qualify for Tender Fees & EMD exemption, firms should necessarily enclose a valid copy of registration certificate which is valid on last date of submission of the tender documents. MSME firms who are in the process of obtaining registration will not be considered for EMD exemption. (Traders are excluded who are engaged in trading activity without value addition / branding / packing. In such a case they will have to submit EMD).

MSME bidder has to submit a self-declaration accepting that if they are awarded the contract and they fail to sign the contract or to submit a Performance Bank Guarantee before the deadline defined by PSB Alliance, they will be suspended for a period of three (03) years from being eligible to submit bids for contracts with PSB Alliance.

## 4.2 Important Instructions

1. The Consultant should ensure submission of all the required documents in support of eligibility criteria.

2. The EMD's would be returned to the unqualified bidders post completion of the RFP Short listing/ Empanelment process.
3. The EMD of the Empanelled Consultants will be returned only after submission of PBG of INR 10,00,000 (Rupees Ten Lakhs only).
4. If the EMD/BG submitted to the Company expires before the submission of PBG, then the Company shall request the shortlisted vendor to extend the validity period of the BG for a reasonable period and in case the vendor fails to arrange to extend the validity period, the EMD shall stand forfeited / BG invoked and no claim will be entertained in this regard.
5. As and when necessary, Bidders should extend the validity of EMD/BG to ensure the above.
6. All empanelled vendors will need to enter into a contract with the Company.

### 4.3 Disclaimer

The purpose of this RFP document is to provide the Bidder(s) with information to assist the formulation of their Proposals. This RFP document does not purport to contain all the information that a Bidder may require.

This RFP document may not be complete in all respects, and it is not possible for PSB Alliance and their employees to consider the business / investment objectives, financial situation and particular needs of each Bidder, who reads or uses this RFP document. Each Bidder should conduct their own investigations and analysis and should check the accuracy, reliability and completeness of the information in this RFP document and wherever necessary they should obtain independent advice from appropriate sources. PSB Alliance and its employees make no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of the RFP document. PSB Alliance may, in their absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this RFP document. No contractual obligation on behalf of PSB Alliance, whatsoever, shall arise from the RFP process unless and until a formal Contract is signed and executed by duly authorized officers of PSB Alliance and the finally selected Bidder.

The Bidders, by accepting this document, agree that any information contained herein may be superseded by any subsequent written information on the same subject made available to the recipient or any of their respective officers or published in the PSB Alliance's website. It is also understood and agreed by the Bidder/s that decision of the PSB Alliance regarding selection of the Bidder will be final and binding on all concerned. No correspondence in this regard, verbal or written, will be entertained. PSB Alliance reserves the right to amend, modify, vary, add, delete, accept or cancel, in part or full, any condition or specification of all proposals / orders / responses, without assigning any reason thereof. PSB Alliance reserves the right at the time of award of contract to increase or decrease, the scope of work or other terms and conditions. Notwithstanding anything contained in the RFP Document, PSB Alliance reserves the right to accept or reject any response and to annul the process and reject all responses at any time prior to execution of the agreement with the Bidder to whom the contract is finally awarded, without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the grounds for the Bank's decision. PSB Alliance reserves the right to cancel the entire process at any stage at its sole discretion without assigning any reason thereof.

It shall be the duty and responsibility of the Bidders to ensure themselves about the legal, statutory and regulatory authority, eligibility and other competency of them to participate in this RFP and to provide any and all the services and deliverables under the RFP to PSB Alliance. An undertaking should be submitted by the bidder to this effect.

Response to the RFP does not guarantee that the assignment will be awarded to the Bidder(s). Company reserves the right to select eligible vendor at its sole discretion.

PSB Alliance reserves the right to terminate the RFP process at any time and makes no commitments, either implied or otherwise, that this process will result in a business relationship with any vendor or any Shortlisted Bidders.

PSB Alliance reserves the right at any time, in its sole discretion, to accept any or all responses in whole or in part, negotiate with any vendor, or cancel this RFP (in part or in its entirety) in the event the Company determines that it is in its best interest to do so.

## 5. Evaluation of Bids

PSB Alliance will scrutinize the Bids received to determine whether they are complete in all respect as per the requirement of RFP, whether the documents have been properly signed and whether items are offered as per RFP requirement, whether documentation as required for evaluation the offer has been submitted. PSB Alliance may, at its discretion, waive any minor non-conformity or any minor irregularity in the bid which does not constitute a material deviation. PSB Alliance's decision with regard to 'minor non-conformity' is final and the waiver shall be binding on all the bidders and PSB Alliance reserves the right for such waivers.

Eligible bidders must submit their Eligibility cum Technical Bid as described in the RFP. The Bidders shall be empaneled based on the criteria given in the RFP.

Bids of only those Bidders who have been found to be in conformity of the eligibility terms and conditions during the preliminary evaluation would be taken up by PSB Alliance for further detailed evaluation. The Bidders who do not meet the eligibility criteria and all terms during preliminary examination will not be taken up for further evaluation.

PSB Alliance may use the services of external consultants/Advisors for technical evaluation.

The evaluation shall be based on Eligibility Cum Technical Bid. The bidders shall be making a presentation to PSB Alliance.

Period of empanelment will be for two years. The short-listed applicants will be notified in due course. No interim enquiries will be entertained. The decision taken by PSB Alliance shall be final and no representation or correspondence shall be entertained.

Eligibility cum Technical Bid shall be evaluated by PSB Alliance. PSB Alliance reserves the right to reject any and/or all proposals submitted without assigning any reason. PSB Alliance reserves the right to seek clarification of any information contained in a proposal submitted, or to hold discussions, but is not obligated to do so. A bid determined as not substantially responsive will be rejected by PSB Alliance and may not subsequently be made responsive by the bidder by correction.

In the stage of evaluation each bid document would be evaluated to ensure that the bidder has the technical skill set, experience, financial capacity and other attributes essential for empanelment as IT consultant. PSB Alliance may seek additional information, technical presentation/demonstration, and/or discussions with bidder's representatives. Points will be awarded based on the following technical evaluation (scoring) criteria:

Particulars	Maximum Marks
<p>Corporate Health, i.e. Existence in India for Consultancy Services</p> <p><b>Supporting Document:</b> Copy of Certificate of Incorporation</p> <p><b>Scoring Methodology</b></p> <ul style="list-style-type: none"> <li>• 10 Marks- More than 10 years</li> <li>• 8 Marks- More than 8 years, less than 10 years</li> <li>• 5 Marks- More than 5 years, less than 8 years</li> </ul>	10
<p>Experience</p> <p>The Bidder should have provided consultancy for vendor selection through open tendering including project management services.</p> <p><b>Supporting Document:</b> Purchase Order/ Contract/Credential letter from the Client. On-going engagements will be considered.</p> <p><b>Scoring Methodology</b></p> <ul style="list-style-type: none"> <li>• 30 Marks- If at least 2 BFSI organization out of which at least 1 organization should be a Public Sector Bank with 2000+ branches</li> <li>• 20 Marks- If at least 2 BFSI organization out of which at least 1 organization should be a Scheduled Commercial Bank with 1500+ branches.</li> </ul>	30
<p>Bidders presentation on their experience and thought leadership. The agenda for the same will be shared with all the eligible vendors before the date of the technical presentation.</p>	30
<p>Team Structure &amp; Qualification of Resources</p> <p><b>Project Director:</b> The proposed <b>Project Director</b> should have Management Consulting experience and should have experience in the following areas:</p> <ol style="list-style-type: none"> <li>1. Strategy Formulation</li> <li>2. RFP Preparation</li> <li>3. Vendor Evaluation &amp; Selection</li> <li>4. Data Centre Infrastructure/Hardware</li> <li>5. IT Project management</li> <li>6. Cyber Security</li> <li>7. Networking</li> </ol> <p>All past credentials for the individual will be counted irrespective whether the work done was in the existing organization or previous ones.</p> <p>PSB Alliance at its discretion may validate the claims made by the individual. In the event such a claim turns out to be false, PSB Alliance may at its discretion either disqualify the bidder or may choose not to consider the credential for scoring.</p> <p><b>Project Manager</b> The proposed <b>Project Manager</b> should have Management Consulting experience and should have experience in the following areas:</p> <ol style="list-style-type: none"> <li>1. Strategy Formulation</li> </ol>	30

Particulars	Maximum Marks
<p>2. RFP Preparation 3. Vendor Evaluation &amp; Selection 4. Data Centre Infrastructure/Hardware 5. IT Project Management 6. Cyber Security/ Networking</p> <p>All past credentials for the individual will be counted irrespective whether the work done was in the existing organization or previous ones.</p> <p>PSB Alliance at its discretion may validate the claims made by the individual. In the event such a claim turns out to be false, PSB Alliance may at its discretion either disqualify the bidder or may choose not to consider the credential for scoring.</p> <p><b>Supporting Document:</b> Resource CV and Self-declaration signed by Authorized Signatory confirming the contents of the CV submitted and each of the criteria mentioned</p> <p><b>Scoring Methodology</b></p> <ul style="list-style-type: none"> <li>• 30 Marks- If Project Director has 12+ years &amp; Project Manager has 7+ years of experience in all areas as mentioned above.</li> <li>• 20 marks- If Project Director has 12+ years &amp; Project Manager has 7+ years of experience in at least 4 areas as mentioned above.</li> </ul>	
<b>Total</b>	<b>100</b>

Minimum Overall Qualifying mark to become eligible as per the technical scoring criteria for empanelment is 80 out of 100.

PSB Alliance's decision in this regard shall be final & binding and no further discussion/interface will be held with the bidders whose bids are disqualified / rejected.

## 6. Terms of Reference

### 1. Definitions:

**Vendor:** Vendor is defined as the vendor providing the response to this RFP

**Selected/ Empanelled Vendor:** Shortlisted/ Empanelled vendor who is finally selected and will be contracted with the Company to provide the Consultancy Services post the detailed RFP evaluation by the Company.

### 2. Permitted Options:

Vendor response should be as a single vendor proposing its own consultancy services. Consortiums are not allowed.

### 3. Conditions:

The Vendor should take overall responsibility for all the deliverables as part of this RFP response.

Bidders have to comply with the Eligibility Criteria & list of supporting documents mentioned in the RFP.

Bidder also needs to provide:

- Client contact details i.e., Person Name, Contact Numbers, e-mail and year of providing consultancy services. Company may take the feedback from the references as per Company's discretion.
  - The Vendor Experience gained by doing sub-contracting work and/or by providing manpower will not be considered as valid experience.
4. **The Vendor must furnish** the names and details of the vendor by whom the project will be carried out.
  5. The Vendor will be the single point of contact/reference to the Company. The Company will enter into agreement with the Empanelled Consultants.
  6. The Vendor for this RFP can submit only one response.
  7. The Vendor should submit a detailed summary of the understanding of the Company's requirements as per this RFP, vendor's capabilities including past experience & methodology of implementation (Max.10 Pages).

\*

## 6.1 General Terms & Conditions

1. Only those bids where application fee is paid and EMD is furnished as required and as per the procedure alone will be taken up for evaluation.
2. Only the vendors who have complied with the Eligibility Criteria (**Section 4** Eligibility Criteria table) will be shortlisted for further evaluation & called for Technical Presentation.
3. The Company reserves the right to accept / reject any or all Proposals to RFP received in response to this advertisement without assigning any reasons, whatsoever at any stage of the process without any liability whatsoever.
4. Company reserves the right to remove any shortlisted vendor or all shortlisted vendors without assigning any reason whatsoever. The decision taken by the Company shall be final and no representation or correspondence in this regard shall be entertained.
5. By responding to the RFP, the vendors are stating unconditional acceptance of the terms and conditions as laid out by the Company in the RFP.
6. RFP responses received after the deadline at the address mentioned will not be accepted by PSB Alliance and hence vendors are advised to submit their responses within the stipulated time and no excuses / reasons for delay will be accepted by the Company
7. Company will notify the Respondents in writing about the outcome of the RFP evaluation process, including whether the Respondent's RFP response has been accepted or rejected. Company is not obliged to provide any reasons for any such acceptance or rejection.
8. Any form of canvassing/lobbying/influence/query regarding shortlisting, status etc. may lead to a disqualification of the Vendor.
9. The Company reserves the right to vary the time frame at its absolute and sole discretion and without providing any notice/intimation or reasons thereof. Any variation in time frame shall be displayed on the website of the company.
10. The time schedule will be strictly followed. Interested parties are expected to adhere to these timelines. However, the Company reserves the right to change the aforementioned timelines.

11. Unless expressly overridden by the specific agreement to be entered into between the Company and the Vendor, the RFP document shall be the governing document for arrangement between the Company and the Vendor in the interim.
12. Preliminary Scrutiny – The Company will scrutinize the RFP response to determine whether they are complete, whether any errors have been made in the offer, whether required documentation has been furnished, whether the documents have been properly signed, and whether items are quoted as per the schedule. The Company may, at its discretion, waive any minor non-conformity or any minor deficiency in the RFP response. This shall be binding on all Vendor's and the Company reserves the right for such waivers and the Company's decision in the matter will be final.
13. Clarification of RFP response – To assist in the scrutiny, evaluation and comparison of offers, the Company may, at its discretion, seek from all or any Vendor's for clarification of their offer. The Company has the right to disqualify the Vendors whose clarification is found not suitable to the proposed project.
14. Erasures or Alterations – The RFP response containing erasures or alterations will not be considered. There should be no hand-written material, corrections or alterations in the RFP response.
15. Vendor presentation – Vendors will be required to make presentations to the Company, as part of the evaluation process in accordance to the areas to be covered as part of the technical presentation. The detailed agenda, presentation duration, date, time and location will be initiated separately to all the eligible bidders. The claims and representation made, as well as the assurances given by the Vendor during their presentation shall be deemed to be part of the RFP response of the respective Vendor.
16. If the Company is not satisfied with the technical proposal as specified in the RFP document and observes major deviations, the Vendor will have to submit the clarification within 3 working days from the day it was conveyed to the Vendor regarding the same.
17. The Company reserves its right to modify, clarify or elaborate any clause, or portion of this RFP, or terms and conditions given in this RFP in the event a need is felt for the same to bring clarity about the purpose of this RFP, or to remove /clarify any doubt, discrepancy or clerical error in this RFP and decision of the Company shall be final and binding on all concerned.

## 6.2 Shortlisting Procedure

1. Only those vendors who are eligible as per Section 4 Eligibility criteria will be taken forward for technical evaluation as per the table and Scoring mentioned under the technical evaluation criteria. Bidders who comply to and meet the requirements as stated in the technical evaluation criteria will be considered for further SHORTLISTING/ EMPANELMENT. Vendors have to submit their response as per the format and with documents detailed in checklist as in Section 6.4.
2. All the eligible vendors are required to participate in the discussions and make demonstration / presentations of their understanding of the requirements, credentials and services. The presentation, materials etc. presented/submitted before the Company will become the property of the Company.
3. If at any time it is found that information provided in the response for shortlisting is false / incorrect, the Company may at its discretion disqualify such vendor/s from the shortlist without giving any notice.

## 6.3 Instructions to the Vendors

1. The response should be submitted in a structured format as per the checklist appended and it should be paginated. Each page of the application should be signed by person/s on behalf of the organization having necessary authorization / Power of Attorney to do so, duly affixing the company seal. Copy of

Power of Attorney or Authorization Letter from the company should be furnished along with the RFP Response.

2. A pre-bid meeting of the intending vendors will be held at 03:00 PM on 20<sup>th</sup> September 2022 at PSB Alliance Private Limited, 4th Floor, Metro House, Mahatma Gandhi Road, Dhobi Talao, New Marine Lines Junction, Mumbai to clarify any point/doubt raised by them in respect of this RFP. No separate communication will be sent for this meeting. All communications regarding points requiring clarifications and any doubts shall be given in writing/ e-mail to the Contact persons mentioned elsewhere in this document by the intending vendors on or before **19<sup>th</sup> September 2022 5:00 PM as per the pre-bid query format in Annexure 9**. No queries will be entertained after pre-bid meeting. Authorized representative of interested vendors shall be present during the scheduled time. The Company shall clarify the queries during the pre-bid meeting and replies along with the queries shall be uploaded in the Company's website and no individual correspondence shall be made. No individual consultation shall be entertained.
3. The sealed envelope containing the response to RFP along with the required documents shall be super scribed on the top of the envelope with **"Request for Proposal (RFP) for Empanelment of Information Technology Consultants vide Tender No. PSBA/TENDER/IT Cnslt/2022-23/003 dated 12<sup>th</sup> September 2022"**. The RFP response should be dropped in the Tender Box kept at PSB Alliance Private Limited, 4th Floor, Metro House, Mahatma Gandhi Road, Dhobi Talao, New Marine Lines Junction, Mumbai, on or before 03:00 PM, 30<sup>th</sup> September 2022. The response to the RFP should be addressed to:

Ambuj Agrawal  
Officer Operations  
PSB Alliance Pvt. Ltd.  
4th Floor, Metro House,  
Mahatma Gandhi Road, Dhobi Talao,  
New Marine Lines Junction,  
Mumbai, Maharashtra 400020

Only those bids which are deposited in the tender box within the stipulated time mentioned above will be considered for opening.

4. The response will be opened in the presence of the vendors, who may be present, at 03:30 PM on 30<sup>th</sup> September 2022 at PSB Alliance Private Limited, 4th Floor, Metro House, Mahatma Gandhi Road, Dhobi Talao, New Marine Lines Junction, Mumbai. The vendor's authorized representative may be present during the response opening at our office address mentioned above well in time along with the authorization letter from the company as per Annexure 6. The vendors may note that no further notice in this regard will be given and in case vendor/s fail to be present on the day of the response opening, it will be deemed that vendor is not interested in participating in the response opening process and Company shall proceed with opening of the RFP responses. Further, in case the Company does not function on the aforesaid date due to unforeseen circumstances or Holiday, then the RFP response will be accepted up to 03:00 PM on the immediate next working day and RFP responses will be opened at 03:30 PM at the same venue on the same day.
5. The Bidder shall bear all the costs associated with the preparation and submission of their bid and PSB Alliance, will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

6. Receipt of the bids shall be closed as mentioned in the bid schedule. Bids received after the scheduled closing time will not be accepted by PSB Alliance.
7. Earnest Money Deposit must accompany all tender offers as specified in this RFP. EMD amount / Bank Guarantee in lieu of the same should accompany the Technical Bid.
8. The Bid document shall be complete in accordance with various clauses of the RFP document or any addenda/corrigenda or clarifications issued in connection thereto, duly signed by the authorized representative of the Bidder and stamped with the official stamp of the Bidder. Board resolution authorizing representative to Bid and make commitments on behalf of the Bidder is to be attached.
9. The bidder is expected to examine all instructions, annexures, terms and conditions and technical specifications in the bidding documents. Failure to furnish all information required by the bidding documents or submission of a bid not substantially responsive to the bidding documents in every respect will be at the bidder's risk and may result in rejection of the bid.
10. No rows or columns of the RFP should be left blank. Offers with insufficient information are liable to rejection.
11. The bid should contain no interlineations, erasures or over-writings except as necessary to correct errors made by the bidder. In such cases, the person/s signing the bid should initial such corrections.
12. If deemed necessary, PSB Alliance may seek clarifications on any aspect from the Bidder. However, that would not entitle the Bidder to change or cause any change in the substances of the Bid already submitted or the price quoted.
13. The Bidder may also be asked to give presentation for the purpose of clarification of the Bid.
14. The Bidder must provide specific and factual replies to the points raised in the RFP.
15. The Bid shall be typed or written in indelible ink and shall be signed by the Bidder or a person or persons duly authorized to bind the Bidder to the Contract.
16. All the enclosures (Bid submission) shall be serially numbered with rubber stamp of the participating Bidder.
17. All the envelopes shall be addressed to PSB Alliance and deliver at the address given in this RFP and should have name and address of the Bidder on the cover.
18. If the envelope is not sealed and marked, PSB Alliance will assume no responsibility for the Bid's misplacement or its premature opening.
19. PSB Alliance's decision on opening and further processing of bids irrespective of minimum number of bids received in the bids, will be final and binding.
20. No offer can be modified or withdrawn by a vendor after submission of RFP response.
21. RFP Response submitted without EMD or application fee will be rejected.
22. If the Vendor withdraws their offer before finalization of short listing/ empanelment by the Company, the EMD shall be forfeited.
23. If the shortlisted vendor amends the offer or withdraws from the short listing or fails to provide a response to the detailed RFP then the EMD shall be forfeited and no claim will be entertained in this regard.
24. The Company may modify the RFP by issuing addenda for any reason, at any time prior to final date of submission of response to RFP. Any addendum to RFP shall be part and parcel of original RFP

document. The addenda shall be uploaded in the Company's website and the same will be binding on the vendors.

25. During the process of scrutiny, evaluation and comparison of offers, the Company may, at its discretion, seek clarifications from all vendors/any of the vendors on the offer made by them. The request for such clarifications and the vendor's response will necessarily be in writing and it should be submitted within the time stipulated by the Company.
26. Vendors have to submit the softcopy of RFP response in a Pen-Drive, which is super scribed as "Request for Proposal (RFP) for Empanelment of Information Technology Consultants in response to RFP PSBA/TENDER/IT Cnslt/2022-23/003 dated 12<sup>th</sup> September 2022". In case of any mismatch between the softcopy and hardcopy of the RFP response, the hardcopy of RFP response will be treated as valid response and relied upon.
27. Jurisdiction of the Court-The jurisdiction of the Court is Mumbai
28. Confidentiality of the Document- This document is meant for the exclusive purpose of bidding as per the terms, conditions and specifications indicated and shall not be transferred, reproduced or otherwise used for purposes other than for which it is specifically issued.
29. The bidder shall not assign, in whole or in part, its obligations to perform under the contract, except with the Purchaser's prior written consent.

#### 6.4 Checklist

Interested vendor/s conforming to the above requirements may respond to the RFP and submit their response along with the following:

1. A Demand Draft for Rs. 20,000/- (non-refundable) by way of Demand Draft favoring PSB Alliance Private Limited payable at Mumbai towards application fee.
2. EMD of Rs. 2,00,000/- (Rs. Two Lakhs only)- by Bank Guarantee as per Annexure 5
3. Covering Letter Format as per Annexure 1
4. Compliance to Scope of Work & Terms and Conditions as per Annexure 2
5. Vendor Profile as per Annexure 3
6. Summary of the understanding of the Company's requirement by the vendor as described above in Terms of Reference (Maximum 10 pages)
7. List of Vendor's major customers where the solution is running as per Annexure 4
8. Soft Copy of RFP response in a Pen drive
9. Compliance to Eligibility Criteria as per Annexure 7
10. All other documents to support the eligibility criteria like audited balance sheet, PL account etc.
11. Copy of Power of Attorney or Authorization letter from the Company for the Authorized signatory.
12. Undertaking as per Annexure 8.
13. RFP opening authorization letter format to be brought at the time of opening of RFP, as per Annexure 6.

All RFP response should be arranged in the above serial order and submitted.

## 7. Annexures

### 7.1 Annexure 1: Covering Letter Format

Date:

To,  
Officer Operations  
PSB Alliance Pvt. Ltd.  
4<sup>th</sup> Floor, Metro House  
Mahatma Gandhi Road, Dhobi Talao  
New Marine Lines Junction, Mumbai  
Maharashtra 400020

Dear Sir,

RFP Reference: PSBA/TENDER/IT Cnslt/2022-23/003 dated 12<sup>th</sup> September 2022

Having examined the RFP document including all Annexure's, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to provide IT Consultancy Services.

If we are shortlisted, we undertake to participate in the detailed RFP process

- We enclose a Demand Draft for **Rs. 20,000 (Rupees Twenty Thousand Only)** in favour of PSB Alliance Private Limited as application fee.
- We also enclose Bank Guarantee for **Rs. 2,00,000 (Rupees Two Lakhs Only)** towards EMD.
- We agree to abide by and fulfil all the terms and conditions of the RFP and in default thereof, to forfeit and pay to you or your successors, or authorized nominees such sums of money as are stipulated in the conditions contained in RFP.
- We will ensure due participation, support and physical involvement of our team during the overall Project, as applicable.
- We agree that unless expressly overridden by any specific agreement to be entered into in between the Company and the Vendor, this RFP document shall be the governing document for arrangement between the Company and the Vendor in the interim.

Our PAN number for Income Tax is \_\_\_\_\_

We are registered with the GST authorities and our registration numbers are as follows.

GST Registration Number is \_\_\_\_\_

#### **Our Bank Details:**

Name and Type of Bank Account:

Name of the Bank and Branch Address:

Account Number:

IFSC Code

We accept all the Instructions and Terms and Conditions of the subject RFP

Place:

Date:

Seal & Signature of the Bidder

## 7.2 Annexure 2: Compliance to Scope of Work & Terms of RFP

RFP Reference: PSBA/TENDER/IT Cnslt/2022-23/003 dated 12<sup>th</sup> September 2022

To,  
Officer Operations  
PSB Alliance Pvt. Ltd.  
4<sup>th</sup> Floor, Metro House  
Mahatma Gandhi Road, Dhobi Talao  
New Marine Lines Junction, Mumbai  
Maharashtra 400020

Dear Sir,

We hereby covenant, warrant and confirm our undisputed 100% compliance to the Scope of Work & Terms and Conditions defined in this RFP, Pre-Bid Replies and Addendum(s).

Place:

Date:

Seal & Signature of the Bidder

### 7.3 Annexure 3: Vendor Details

Date:

To,  
Officer Operations  
PSB Alliance Pvt. Ltd.  
4<sup>th</sup> Floor, Metro House  
Mahatma Gandhi Road, Dhobi Talao  
New Marine Lines Junction, Mumbai  
Maharashtra 400020

Dear Sir,

RFP Reference: PSBA/TENDER/IT CnsIt/2022-23/003 dated 12<sup>th</sup> September 2022

The Vendor Profile

#	Particulars	Details
1.	Name of the Vendor	
2.	Address of Head Office/Registered Office	
	Telephone number	
	E-mail Address	
	Website address of the Company	
	Key person (s) with contact details	
3.	Address of <b>Mumbai Office</b>	
	Telephone number	
	E-mail Address	
	Website address of the Company	
	Key person (s) with contact details	
4.	Authorized Official with Name, Designation, Contact Phone No./Mobile No. / FAX No. etc. for the RFP	
5.	Services Proposed	
6.	Number of years of experience in providing IT Consultancy Services	
7.	Enclose copies of Income Tax registration and last Income Tax clearance certificate	

**We hereby confirm our adherence as per terms and conditions of the RFP and for the services proposed against this RFP, and hereby undertake to support the obligations as set out in the RFP in respect of such information, documents, equipment's and services proposed. We also confirm that we will be able to support the Project in Mumbai as applicable.**

**We hereby declare that the information submitted above is true to the best of our knowledge. We understand that in case any discrepancy is found in the information submitted by us, our tender is liable to be rejected.**

Place:

Date:

Seal & Signature of the Bidder

## 7.4 Annexure 4: List of Major Customers

Date:

RFP Reference: PSBA/TENDER/IT Cnslt/2022-23/003 dated 12<sup>th</sup> September 2022

List of Major Customers where Vendor has provided IT Consultancy Services

#	Name & Complete Postal Address of the Customer	Name, Designation, Phone, email address of the contact person (s)	Mention year of providing Services	Whether Reference letter is enclosed	Project Status

***(Enclose necessary documentary proof)***

Place:

Date:

Seal & Signature of the Bidder

## 7.5 Annexure 5: Format for Bank Guarantee in lieu of EMD

In consideration of the PSB Alliance Private Limited (a company constituted under the provisions of the Companies Act 1956, having registered office at 4th Floor, Metro House, Mahatma Gandhi Road, Dhobi Talao, Near New Marine Lines, Mumbai, MH 400020 IN) having agreed to exempt ..... (hereinafter called "the said Vendor") from the demand, under the terms and conditions of an RFP bearing reference no PSBA/TENDER/IT Cnslt/2022-23/003 dated 12<sup>th</sup> September 2022 issued by the said PSB Alliance Private Limited (hereinafter called "the said RFP"), of EARNEST MONEY DEPOSIT for the due fulfilment by the said VENDOR of the various terms and conditions contained in the said RFP on production of a Bank Guarantee for **Rs. 2,00,000/- (Rupees Two Lakhs Only)**, we , ..... [indicate the name of the bank issuing the Bank Guarantee] (hereinafter referred to as "the Bank") at the request of ..... [Vendor] do hereby undertake to pay to the PSB Alliance Private Limited an amount not exceeding **Rs 2,00,000/- (Rupees Two Lakhs Only)** against any loss or damage caused to or which would be suffered or would be caused to or suffered by the PSB Alliance Private Limited by the said VENDOR due to breach of any of the terms or conditions contained in the said RFP.

We ..... [indicate the name of the bank] do hereby undertake to pay the amounts due and payable under this guarantee without any demur, merely on a demand from the PSB Alliance Private Limited stating that the amount claimed is due by way of loss or damage caused to or breach by the said Vendor of any of the terms or conditions contained in the said RFP or by reason of the Vendor's failure to perform their obligations or/and duties under the said RFP. Any such demand made on the bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding **Rs 2,00,000/- (Rupees Two Lakhs Only)**.

We undertake to pay to the PSB Alliance Private Limited any money so demanded notwithstanding any dispute or disputes raised by the VENDOR in any suit or proceeding pending before any court or Tribunal relating thereto our liability under this present being absolute and unequivocal. The payment, as made by us under this bond shall be a valid discharge of our liability for payment thereunder and the Vendor for payment thereunder and the Vendor shall have no claim against us for making such payment.

We,..... [indicate the name of the bank] further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the obligations or/and duties under the said RFP and that it shall continue to be enforceable till all the claims or dues, if any, of the PSB Alliance Private Limited under or by virtue of the said RFP have been fully paid and its claims satisfied or discharged or till PSB Alliance Private Limited certifies that the terms and conditions of the said RFP have been fully and properly carried out by the said Vendor and accordingly discharged this guarantee. Unless a demand or claim under this guarantee is made on us in writing on or before the ..... we shall be discharged from all liabilities under this guarantee thereafter.

We ..... [indicate the name of bank] further agree with the PSB Alliance Private Limited that they shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said RFP or to extend time of performance by the said VENDOR from time or to postpone for any time, or from time to time any of the powers exercisable by the PSB Alliance Private Limited against the said Vendor and to forebear or enforce any of the terms and conditions relating to the said RFP and we shall not be relieved from our liability by reason of any variation, or extension being granted to the said Vendor or for any forbearance, act or omission on the part of the PSB Alliance Private Limited or any indulgence by the PSB Alliance

Private Limited to the said Vendor or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

This guarantee will not be discharged due to the change in the constitution of the Bank or the Vendor.

We, ..... [indicate the name of Bank] lastly undertake not to revoke this guarantee during its currency except with the previous consent of the PSB Alliance Private Limited in writing.

Notwithstanding anything contained herein:

- i. Our liability under this Bank Guarantee shall not exceed **Rs 2,00,000/- (Rupees Two Lakhs Only)**.
- ii. This Bank Guarantee shall be valid up to ..... and
- iii. We are liable to pay the guaranteed amount or any part thereof under this Bank Guarantee only and only if you serve upon us a written claim or demand on or before (date of expiry of Guarantee).

Dated the ..... day of ..... for ..... [indicate the name of Bank]

**Note:**

1. VENDOR should ensure that the seal and CODE No. of the signatory is put by the bankers, before submission of the bank guarantee.
2. Bidder guarantee issued by banks located in India shall be on a Non-Judicial Stamp Paper of requisite value as applicable to the place of execution.

## 7.6 Annexure 6: Authorization Letter Format

Date:

To,  
Officer Operations  
PSB Alliance Pvt. Ltd.  
4<sup>th</sup> Floor, Metro House  
Mahatma Gandhi Road, Dhobi Talao  
New Marine Lines Junction, Mumbai  
Maharashtra 400020

Dear Sir,

RFP Reference: PSBA/TENDER/IT CnsIt/2022-23/003 dated 12<sup>th</sup> September 2022

Subject: Authorization letter for attending RFP opening

This has reference to your RFP for Empanelment of Information technology Consultants

Mr./Miss/Mrs. \_\_\_\_\_ is hereby authorized to attend the response opening of the above RFP No.: PSBA/TENDER/IT CnsIt/2022-23/003 dated 12<sup>th</sup> September 2022 on \_\_\_\_\_ on behalf of our organization.

The specimen:

Specimen Signature of Representative

Signature of Authorizing Authority

Signature of Attesting Authority

Name of Authorizing Authority

## 7.7 Annexure 7: Eligibility Criteria Compliance

We submit our compliance to:

#	Eligibility Criteria	Supporting Documents	Compliance (Yes/ No)
1	The Consultant should be a company registered under Companies Act, 1956 / 2013 / LLP Act, 2008/ partnership, operating in the field of IT Consultancy/ IT Advisory practice for at least 5 years as on the date of RFP. The Vendor should be registered for GST. It should not be individual/ proprietorship firm/ HUF etc.	A write up about the company / firm, its standing and past work done. (Not exceeding 2 pages). A copy of the certificate of Incorporation / Registration Certificate or any other valid certificates issued by Registrar of Companies / firms and full address of the registered office.	
2	The Consultant should have minimum annual turnover of Rs. 50 Crores per year during the last three financial years (2019-20, 2020-21 & 2021-22) as per audited financial statements.	Copy of the audited balance sheet of the company showing turnover of the company for the consecutive last three financial years (2019-20, 2020-21, 2021-22)	
3	The Consultant should be profitable in last three financial years (i.e., 2019-20,2020-21,2021-22)  In case of a wholly owned subsidiary, the net worth of parent/ holding company will be taken into consideration.	Copy of the audited balance sheet of the company for the consecutive last three financial years (2019-20,2020-21,2021-22)	
4	Consultant should not have been black-listed by (the Central / any of the State Governments or any Financial Institutions in India as on date of RFP submission) any bank / institution in India.	Self-declaration to this effect on the company's letter head should be submitted. Vendor has to submit a Declaration in the format as mentioned in the Annexure – VIII.	
5	The Bidder should have presence of more than three years in India and possess expertise in carrying out IT Consultancy	Self-declaration to this effect on the company's letter head should be submitted.	
6	Firm should be prime bidder and no consortium is allowed for the services to be offered	Undertaking to be submitted	
7	The Bidder should have provided consultancy for vendor selection for procurement of IT infrastructure and applications including project management, implementation and support in at least one Scheduled	Credential letter OR Copy of Purchase Order/ Contract copy	

#	Eligibility Criteria	Supporting Documents	Compliance (Yes/ No)
	Commercial Bank in India with 1500+ branches. *Ongoing engagements will be considered		
8	The bidder should have neither failed to perform on any agreement during the last three years, as, evidenced by imposition of a penalty by an arbitral or judicial pronouncement or awarded against the Vendor or its Affiliates /Group Companies/member firms, nor from any project or agreement nor had any agreement terminated for breach.	A self-declaration to be furnished by the Vendor on the Company's letter head signed by the authorized signatory for the same.	
9	The bidder should be CERT-IN empaneled organization	Valid copy of the CERTIN-IN empanelment certification as on date of submission of the bid.	

Place:

Date:

Seal & Signature of the Bidder

## 7.8 Annexure 8: Undertaking to be given by Vendor

Date:

To,

Officer Operations

PSB Alliance Pvt. Ltd.

4<sup>th</sup> Floor, Metro House

Mahatma Gandhi Road, Dhobi Talao

New Marine Lines Junction, Mumbai

Maharashtra 400020

Dear Sir,

RFP Reference: PSBA/TENDER/IT Cnslt/2022-23/003 dated 12<sup>th</sup> September 2022

1. We, M/s \_\_\_\_\_, the undersigned, hereby confirm that we have read and understand the eligibility criteria and fulfil the same.
2. We further confirm that all the information as per requirement of the Company have been included in our response.
3. Further, we hereby undertake and agree to abide by all terms and conditions and guidelines stipulated by the Company. We understand that any deviation may result in disqualification of our response.
4. We have not been blacklisted by any Nationalized Bank/RBI/IBA or any other Government agency/ICAI. No legal action is pending against us for any cause in any legal jurisdiction.

Place:

Date:

Seal & Signature of the Bidder

### 7.9 Annexure 9: Pre Bid Query Format

**Bidder's request for Clarification - to be submitted as per the date mentioned in the RFP for submission of pre-bid queries**

If, bidder, desiring to respond to RFP for Empanelment of Information Technology Consultants, requires any clarifications on the points mentioned in the RFP, it may communicate with PSB Alliance using the following format.

All questions received till the last date & time of receive pre-bid queries will be formally responded to and questions/points of clarification and the responses will be published on the site valid under this tender. The source (identity) of the bidder seeking points of clarification will not be revealed. Alternatively, PSB Alliance may at its discretion, answer all such queries in the Pre-bid meeting

<b>RFP Reference No.: PSBA/TENDER/IT Cnslt/2022-23/003 dated 12<sup>th</sup> September 2022</b>				
S/N	Page No.	Section No.	Clause	Bidder's Remark