

# Expression of Interest for Online Data Digitisation of Beneficiaries under NFSA

## PARTICULARS OF THE FIRM

1. Name of firm : \_\_\_\_\_
2. Address of the firm : \_\_\_\_\_  
\_\_\_\_\_ Tel.No \_\_\_\_\_
3. Mobile No. : \_\_\_\_\_
4. E-Mail Address : \_\_\_\_\_
5. Past experience in the computerization  
of certain data (Attach details & copies): \_\_\_\_\_
6. Infrastructure available: \_\_\_\_\_
7. Internet connectivity (Broad Band / Data Card) : \_\_\_\_\_
8. Financial capability: \_\_\_\_\_
9. Manpower available: \_\_\_\_\_ Skilled Manpower: \_\_\_\_\_
10. Preferred Location of data entry  
(Bhiwani / Dadri /Loharu /Siwani /Tosham/Any Other in Bhiwani) : \_\_\_\_\_
11. Demand Draft No. \_\_\_\_\_ Dated \_\_\_\_\_ worth Rs 10,000/-

I hereby certify that:

- (a) I have gone through the details / terms & conditions.
- (b) The information provided above is true to the best of my knowledge and belief
- (c) I will accomplish the job within stipulated period of time.

Date:

(Signature)

(in the capacity of )  
Duly authorized to sign the EoI  
Response for and on behalf of :  
Sincerely,

[AGENCY's NAME]

(Signature & Seal)

## **Scope of work :**

Implementation of the scheme for end to end computerization of TPDS operations through online data digitization of beneficiaries as per Form for entitlement under NFSA (National Food Security Act) and as per Govt. of India standards.

## **Responsibilities of Stakeholders :-**

### **DFSC :**

1. He will ensure a proper mechanism for issuance and receipt of the data to the party.
2. He will ensure monitoring the data entered on regular basis and ensure to get the data entry done by stipulated date.
3. He will ensure that concerned AFSSO / Inspector facilitate the party during data entry for any clarification required by the party and will resolve the issues.
4. He will ensure sample checking of the data checked and verified by the concerned AFSSO / Inspector.
5. He will furnish the certificate to DITS mentioning the correctness and authenticity of the data entered for further release of payment to the party.

### **NIC / DITS :**

1. NIC will arrange to provide web enabled software to facilitate data entry.
2. NIC will arrange User Creation for data entry and inspector for verification of data.
3. Preliminary training on operational part of the software will be arranged by NIC.
4. Technical support on its operational part will be arranged by NIC.
5. Payment to party will be released out of DITS after getting due certification from DFSC.

### **Agency / Vendor :**

1. The party will arrange data digitization of beneficiaries as per web enabled software released by NIC.
2. The data entry will not be done through any other software as validations in the NIC s/w have to be ensured
3. The party will use its own hardware viz. Computers / Printers / Internet / Electricity and consumables.
4. The party will provide one checklist for checking the data by concerned AFSSO / Inspector.

5. The data entry will have to be done preferably at Bhiwani, Dadri, Loharu, Siwani, Tosham and any other location in district Bhiwani
6. Party will ensure their safety during data entry and return the same after completion of data entry in the same condition.
7. The party will have to supply one check-list (hard copy) each of Ration Card and members detail.
8. Data entry includes verification of data and 100% accuracy is expected.
9. The agency will deposit 10% of the cost for allotted work as performance guarantee (Including Earnest Money)
10. The party shall maintain register having acknowledgement for receipt and return of data.
11. The firm shall not use the same for any purpose or supply the same to any individual, firm, Govt. office, organization.

### **Selection of Agency and Rate:**

1. The party having rich infrastructure, skilled manpower, financial capability and wider experience of such data entries will be preferred.
2. A rate of Rs. 5 /- (Five only) per format will be released, which will include cost of Data Entry, Hardware usage, Internet, printing and subsequent editing and final verification.

### **TERMS & CONDITIONS**

1. The party will have to deposit a demand draft worth Rs 10,000 in favour of District Information Technology Society, Bhiwani at the time of applying as earnest money
2. The data entry has to be completed by 31<sup>st</sup> December 2014 positively.
3. Payments : 25% payment of the total cost of the project will be made after the completion of 50% work. Further 50% payment of the total cost will be made after the data entry work is over.
4. Remaining 25% payment will be made after the completion of the works; against the final bill and 100% verification/accuracy subject to the fulfillment of other terms and conditions.
5. In case the firm fails to carry out data entry, as ordered, the risk and costs will be recovered and the work will be allotted to another firm without assigning any reason or notice.
6. In case of any dispute, decision of the Distt. Administration will be final and binding upon the party.
7. Work may be allotted to more than one agency.
8. District Administration reserves the right to change the terms and conditions and abandon the contract at any stage.