GOVERNMENT OF ARUNACHAL PRADESH
DEPARTMENT OF FOOD & CIVIL SUPPLIES
ITANAGAR

EXPRESSION OF INTEREST

NO.DFCS/P&D/22/2010-12 DATED NAHARLAGUN, THE 2nd MARCH 2012

SUB: EXPRESSION OF INTEREST (EOI) FOR BUSINESS PROCESS RE-ENGINEERING STUDY, SOLUTION DESIGN AND COMPUTERISATION OF PDS BY THE DEPARTMENT OF FOOD & CIVIL SUPPLIES

The undersigned on behalf of the Department of Food & Civil Supplies, Government of Arunachal Pradesh (GoAP), invites Expression of Interest (EOI) from reputed Management Consultancy Firms for undertaking a detailed study, preparation of detail project report for computerization of Public Distribution system.

1. Department Profile

The Department is responsible for procurement, transportation & distribution of Public Distribution System (PDS) items like rice, wheat/Atta, levy sugar, iodized salt (procurement not being done now), S/Kerosene oil through various Govt. of India schemes under PDS. Essential commodities are distributed through Fair Price Shops to the identified beneficiaries under the following categories: - APL (Above Poverty Line), BPL (Below Poverty Line), AAY (Antyodaya Anna Yojana) and Annapurna.

As per the Government (GoAP) agenda in line with various MMP’s under GOI to improve citizen centric (G2C) services, the Department is planning to undertake first phase rollout of computerization of PDS and other various reform process to benefit the genuine beneficiaries to ensure transparent, fair and effective mechanism for successful implementation of the TPDS operation in the State & in anticipation of the implementation of Food Security Act in the current year.

Above all, GOI is also pressing hard for end to end modernization/computerization of the TPDS in the entire country in view of the Hon’ble Supreme Courts in its various judgements.

2 Details of Requirements

To meet the emerging challenges and the growing need for efficient operations, the Department of Food & Civil Supplies, Government of Arunachal Pradesh has called for a comprehensive study to evaluate the best possible process & solution. The framework envisaged is briefly as follows:-

2.1 Assessment Study: Study of the vision & objective, present structure, functions, activities & services, back-end processes, work & document flows, responsibility assignment, external operational linkages, critical process paths of the Department and identify the key Processes of the Department for Re-engineering and e-Enablement along with their issues & challenges esp. those pertaining to the delivery of services (G2C) & goods to the beneficiaries.

2.3 Implementation & Handholding: Solution Design, Development, Testing, Implementation and maintenance of the Web based application for the Department as per the Functional Requirement Specification of the Re-engineered processes. Preparing training manuals and training the designated technical & end user staff to ensure efficient operation of the system. The parties are required to depute adequate number of personnel at the user sites as support engineers.

3. Pre Qualification Requirements (PQR)
The interested parties should have the following pre qualification requirements:-

3.1. The company/firm must be registered under the Indian Companies Act, 1956 with its registered office and head quarters in India and must have completed 3 (three) years operation on the date of the submission of the offer for the EOI.

3.2. The company/firm should have its core business operation in the management consulting services.

3.3. The company/firm should have filed ITR for the last 2 financial years (FY 09-10. FY 10-11)

3.4. The company/firm have been associated with the Indian Central / State Government / Public Sector Undertaking / Autonomous Bodies in implementation of at least 1 (one) Business Process Re-engineering involving ICT in the last 2 (two) financial years (FY 09-10, FY 10-11), in North Eastern States, preferably in the state of Arunachal Pradesh

3.5. The company/firm should have experience of handling at least 1 (one) Business Process Re-engineering project of a minimum 25 (Twenty Five) Lakhs in the last 2 (two) financial years (FY 09-10, FY 10-11).

4. Submission of Documents

Interested Parties/firm shall submit EOI along with the following documents in a sealed envelope super scribed with “Expression of Interest for Business Process Re-Engineering Study, Solution Design and Implementation Support” addressed to the Director, Food & Civil Supplies, Government of Arunachal Pradesh, Naharlagun, on or before 1300 hrs on 9th March 2012. Offers received after the specified date & time shall not be entertained. However, if the last date is declared as holiday, the next working day on which office is opened will be treated as the last date of receiving the EOIs.
4.1. EOI evaluation/process fee of Rs 5000/- (Rupees Five Thousand Five Hundred) only (Non refundable) through a SBI Demand Draft in favour of the Director Food & Civil Supplies, Government of Arunachal Pradesh, Naharlagun, payable at SBI Naharlagun.

4.2. Covering letter addressed to The Director, Food & Civil Supplies, Government of Arunachal Pradesh, Naharlagun.

4.3. Documentary proof of complying with all PQRs prescribed in the paragraph above. Including but not limited to certified true copies of:

   4.3.1. Certificate of Incorporation, Updated Memorandum of Association
   4.3.2. Income Tax Returns for last 2 (two) financial years (FY 09-10, FY 10-11)
   4.3.3. Details of related assignments handled in the last 2 (two) years.

4.4. Details of Organization including organization structure and a brief profile of key personals with relevant experience.

4.5. A concept note on the broad methodology, activities, timelines & resources need as envisaged for successfully carrying out the assignment.

Further, the interested parties/firms to carry out a brief study at various locations in the State to understand the ground realities and user requirements. Further, all clarifications must be sought by the interested parties in between 3rd March, 2012 to 9th Mar, 2012 upto 1300 hrs. The Department shall not entertain any clarifications sought after the stipulated period.

5. **Short listing of Parties**

For short listing of the parties, following procedure shall be adopted:

5.1. All EOIIs received by the department shall be scrutinized & opened by a duly constituted board strictly as per the Pre Qualification Requirements (PQRs) on 9th March’2012 at 1500 hrs.

5.2. Those who fulfill the PQRs shall be called “Eligible Parties”. The mere eligibility does not entitle the interested parties/firms have the right to claim for appointment.

5.3. The “Eligible Parties” would be issued a detailed tender document containing detailed scope of work, terms & conditions, payment schedules, evaluation criteria, broad timelines & phases etc and will be invited to give their proposals for the same.

5.4. The proposals shall be evaluated by the Department on the evaluation criteria mentioned in the tender document.

The undersigned on behalf of the Department of Food & Civil Supplies, Government of Arunachal Pradesh reserve the right to reject any or all proposals submitted in response to this EOI at any stage without assigning any reason whatsoever. Further, the Department is not liable to reimburse any expenditure incurred by the interested parties for participating in this EOI. The legal jurisdiction shall be valid only within the Capital Complex District, Papum Pare, Arunachal Pradesh.

(B. Siram) IAS
Secretary, Food & Civil Supplies,
Govt. of Arunachal Pradesh
Itanagar