

Form - I**SCHEDULE OF BIDS****Tender No: IT&C/33.10(11)/680 Dated 09.11.2022**

1	a) Name of the bidder with Registered office address Tel No./Fax no./E-mail address	:	
	b) In case, Bidder is a scheduled Bank then name of the Aggregator	:	
2	Category of organization/company of the bidder with CIN Number	:	
3	Name of the Authorized Signatory for the Bid	:	
4	a) Earnest Money (Amount and in the form of BG/Online Payment) submitted:	:	
	b) In case EMD is submitted via BG, Branch Name of the Branch, Name of the Bank, Communication Address & IFSC code of the BG issuing bank	:	
5	Goods and Services Tax (GST) registration No.	:	
6	Professional Tax Registration Number	:	
7	PF/ESI Registration No. & valid upto	:	
8	Valid Trade License Number	:	
9	PAN Card No	:	
10	Offer valid upto	:	180 days from the next date of opening of Tender.
11	The price should be Firm.	:	The Prices are Firm.
12	If any deviation, please mention in deviation sheet enclosed (deviations mentioned elsewhere will not be considered)	:	NO Deviation

(Signature and Seal of Bidder)

CHECK LIST**Form - II**

Bidders are required to upload the scan copy of all the documents, required as per tender specification and NIET and verify before submission of Tender and also upload the Check list in the following format, duly digitally signed.

Sl. No.	Scanned Copy of Documents to be uploaded	Name of folder	To be submitted in cover	Submitted (Y/N)
1	Earnest Money Deposit (Scanned copy BG (Annexure 2) if EMD paid through BG)	Drafts	Statutory cover (Technical proposal)	
2	The contact details (communication address, mobile No. and email address) of the branch of the concerned Bank where the Bank Guarantee is issued	Drafts	Statutory cover (Technical proposal)	
3	Bid Proposal (Annexure 1)	Annexures	Statutory cover (Technical proposal)	
4	Price schedule in un-priced condition (Annexure 5).	Annexures	Statutory cover (Technical proposal)	
5.	Deviation Sheet (Annexure 3)	Annexures	Statutory cover (Technical proposal)	
6.	Blank Format of Proforma for bank guarantee for contract performance (Annexure 4)	Annexures	Statutory cover (Technical proposal)	
8	Contract Agreement (Annexure 6)	Annexures	Statutory cover (Technical proposal)	
9	Notice Inviting e-Tender	NIT	Statutory cover (Technical proposal)	
10	Addenda / corrigenda, if published	NIT	Statutory cover (Technical proposal)	
11	Schedule of bids duly filled in (Form-I)	Forms	Statutory cover (Technical proposal)	
13	Summary statement of average annual turnover (Form-III)	Forms	Statutory cover (Technical proposal)	
14	Statement of orders executed (Form-IV)	Forms	Statutory cover (Technical proposal)	
15	Proforma for undertaking to be submitted by the Bidders (Form-V)	Forms	Statutory cover (Technical proposal)	
16	Certificate of Incorporation indicating the CIN number	Company details	Non-statutory cover (Technical proposal)	
17	Copy of Valid copy of PAN Card	Certificates	Non-statutory cover (Technical proposal)	
18	Copy of Valid Professional Tax Registration certificate	Certificates	Non-statutory cover (Technical proposal)	
19	Copy of IT Returns of last Three years are to be submitted by the Bidder i.e. for assessment years 2019-20,2020-21, 2021-22 .	Certificates	Non-statutory cover (Technical proposal)	
20	Copy of Valid Goods and Services Tax (GST) Registration certificate	Certificates	Non-statutory cover (Technical proposal)	
21	GST return for years 2020-21, 2021-22	Certificates	Non-statutory cover (Technical proposal)	
22	Copy of Valid Trade License	Certificates	Non-statutory cover (Technical proposal)	
23	Copy of Valid PF Registration Certificate/ESI Registration Certificate (if applicable)	Certificates	Non-statutory cover (Technical proposal)	
24	Copy of authorization certificate from RBI against the bidder to act as BBPOU under BBPS	Certificates	Non-statutory cover (Technical proposal)	
25	Copy of ISO: 270001 certificates (for Bidder)	Certificates	Non-statutory cover (Technical proposal)	
26	Copy of PCI-DSS Certificate (for Bidder)	Certificates	Non-statutory cover (Technical proposal)	
27	If the bidder is a scheduled bank, then only they can engage a third-party aggregator for the payment modes mentioned at SL No. 1, 2, 3(i) of IB.2 Scope of Work. In that case, the third-party aggregator: <ul style="list-style-type: none"> must have valid ISO 27001 certificate must hold PCI DSS certificate. 	Certificates	Non-statutory cover (Technical proposal)	
28	If the bidder is a scheduled bank, then only they can engage a third-party aggregator for the payment modes mentioned at SL No. 1, 2, 3(i) of IB.2 Scope of Work. In that case, the third-party aggregator is to be authorized by RBI (under the Payment and Settlement Systems Act, 2007 i.e. PSSA) or applied for such enlistment on or before June 30, 2021.	Certificates	Non-statutory cover (Technical proposal)	

(Signature and Seal of Bidder)

Sl. No.	Scanned Copy of Documents to be uploaded	Name of folder	To be submitted in cover	Submitted (Y/N)
29	Average annual turnover of minimum of Rs. 40 (Forty) Cr. during the financial year 2019-20, 2020-21, 2021-22 . Annual audited financial reports for financial year 2019-20, 2020-21 and 2021-22 are required to be submitted in respect of bidders for whom audit of accounts is mandatory. For those bidders, whose audit of accounts is not mandatory, they shall submit the Tax Audit Report for the above stated period.	Financial Info	Non-statutory cover (Technical proposal)	
30	Tender submitted by any Bidder who has been holiday-listed / black-listed by any State Electricity Board/Power Sector Company/State Government/Central Government/State & Central Undertakings and/or convicted by a Court of law will be rejected.	Credential	Non-statutory cover (Technical proposal)	
31	Bidder needs to have past experience in the handling of e-payment solutions for the offered payment modes mentioned in Clause IB.2 Scope of Work. for contract(s) in the preceding three (3) financial years i.e. 2019-20, 2020-21, 2021-22 for government, central or state, or PSUs or Govt. undertakings or reputed private sectors.	Credential	Non-statutory cover (Technical proposal)	
32	a) In case of payment mode through Net-Banking, the bidder must have tied up with all major scheduled banks of RBI including SBI (State Bank of India) . b) For the mode of payment using Debit-Credit card, the bidder must have tied up with minimum following popular Debit-Credit card's service providers A) Master B) Visa C) Maestro D) Rupay	Credential	Non-statutory cover (Technical proposal)	
33	The agency should be an aggregator/scheduled bank and will have a capacity of in-house software development team or for the required business solution or can be capable enough to acquire the same from any well-established solution provider. Technical Manpower details are to be provided with experience of providing previous e-payment solution including development and integration.	Credential	Non-statutory cover (Technical proposal)	
34	If the bidder is a scheduled bank, then only they can engage a third-party aggregator for the payment modes mentioned at SL No. 1, 2, 3(i) of IB.2 Scope of Work. In that case, the third-party aggregator: <ul style="list-style-type: none"> • should have experience in e-payment aggregation for the preceding three (3) financial years i.e. 2019-20, 2020-21, 2021-22 for government, central or state, or PSUs or Govt. undertakings or reputed private sectors • must have tied up with all major scheduled banks of RBI. Such tie-up must mandatorily include SBI (State Bank of India) for the net-banking payment mode. • must have tied up with minimum following popular Debit-Credit card's service providers A) Master B) Visa C) Maestro D) Rupay for the mode of payment using Debit-Credit card 	Credential	Non-statutory cover (Technical proposal)	
35	The bidder having its registered office in India & at least one site office in and around Kolkata, West Bengal for providing necessary support for e-payment service. If site office already exists in and around Kolkata OR The details of the site office need to be provided by the selected bidder prior to placement of the LOA (Letter of Award)/contract.	Credential	Non-statutory cover (Technical proposal)	
36	Bill of Quantities.	BOQ	Finance cover (Financial proposal)	

(Signature and Seal of Bidder)

Form -III**Certificate regarding Summary Statement of Yearly Turnover**

This is to certify that the following statement is the summary of the audit report /tax audit report arrived in favour of for the three consecutive years or for such period since inception of the Firm, if it was set in less than such three year's period.

Sl. No.	Financial		Remarks
	Year	Turnover rounded up to two digits after decimal (Rs. In Lakh)	
1.	2019-20		
2.	2020-21		
3.	2021-22		
Total			

Average Turnover:

Note:

Average turnover is to be expressed in lakh of rupees, rounded up to two digits after decimal.

(Signature and Seal of Bidder)

Form -IV**STATEMENT OF ORDERS EXECUTED DURING LAST THREE FINANCIAL YEARS**

Reputed e-payment service provider (ESP) for online payment solution using Web Portal/Mobile App of WBSEDCL or Web Portal/Mobile App of the respective service providers for a period of (3) three years through the following modes:

- 1) Net-Banking using multiple major scheduled banks / Digital Wallets through WBSEDCL portal/Mobile App
- 2) Debit/Credit Cards through WBSEDCL Portal/Mobile App
- 3) i) UPI (Unified Payment Interface) through WBSEDCL Portal/Mobile App
ii) Bharat QR Payment System by Scanning the QR code printed in the energy bill through any Banking App
- 4) Any payment mode through Bharat Bill Payment System (BBPS) both for ON-US and OFF-US

Sl. No.	Work Description	Financial year	Order No. and date	Name order issuing authority	Order Value in Rs.	Scanned Copy of Performance report of the order submitted or Not (YES/NO)	Remarks

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(Signature and Seal of Bidder)

Form -V**PROFORMA FOR UNDERTAKING TO BE SUBMITTED BY THE BIDDER**

(For genuineness of the information furnished on-line and authenticity of the documents produced before Tender Committee for verification in support of his eligibility)

I -----, Partner/Legal Attorney/ Accredited Representative of M/s -----, solemnly declare that:

1. We are submitting Tender for the Work ----- against Tender Notice No. ----- dt. -----
2. None of the Partners of our firm is relative of employee of ----- (Name of the Company).
3. All information furnished by us in respect of fulfilment of eligibility criteria and qualification information of this Tender is complete, correct and true.
4. All documents/ credentials submitted along with this Tender are genuine, authentic, true and valid.
5. If any information and document submitted is found to be false/ incorrect any time, department may cancel my Tender and action as deemed fit may be taken against us, including termination of the contract, forfeiture of all dues including Earnest Money and banning / delisting of our firm and all partners of the firm etc.

(Signature and Seal of Bidder)

Dated-----