

# REQUEST FOR TECHNICAL PROPOSAL FOR EMPANELMENT OF SERVICE PROVIDING AGENCY FOR IMPLEMENTATION OF P-PAS

RFTP No.14981

Date: 20.08.2016

**ODISHA STATE CIVIL SUPPLIES CORPORATION LTD., C/2, NAYAPALLI, BHUBANESWAR**

Sl. No	Events	Date, Time
1.	Publication of the RFTP	Dt.21.08.2016
2.	Last date and time for submission of technical proposal	Dt.08.09.2016, 3:00 PM
3.	Opening of technical proposal	Dt.08.09.2016, 4:00 PM

**N. B. If the last date of submission of proposal / opening of proposal falls on government holiday [Central/ State], then that date shall be the next working day of the state.**

## **OBJECTIVE OF RFTP**

OSCSC is inviting technical proposals from eligible organizations for empanelment of service providing agencies (SPAs) for implementation of Paddy Procurement Automation System (P-PAS) in 294 selected blocks. The SPA will provide techno-managerial supervisor equipped with laptop, internet connection in selected 294 blocks of 30 districts in proportion to the number of paddy purchase centres (PPCs) opened in the blocks and their volume of business transaction out of a total 200 numbers of Technical Supervisors proposed for deployment across the state during KMS 2016-17. As a thumb rule one techno-managerial supervisor may be attached to 15 PPCs or more as would be decided by OSCSC Head Office. The number of techno-managerial supervisor may change depending on the number of PPCs in operation and volume of business transaction. Responsibilities of these supervisors include imparting training to data entry operators at paddy purchase centers, installing P-PAS software at each PPC and providing maintenance support for database and software installed at each PPC.

The SPA will be provided Rs. 15,000/- per supervisor towards manpower cost that include monthly fees and all incidental expenses. A service charge of 10% of manpower cost will be provided to the SPA over and above the cost of the manpower. The bidders need to respond to this RFTP and submit their technical proposal only. Each bidder will be awarded with marks according to their technical capabilities. **Six** best SPAs will be empanelled to carry out this project.

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## **1. Fact Sheet**

This **Fact Sheet** comprising important factual data on the tender is for quick reference of the interested organization.

<b>Clause</b>	<b>Brief Description</b>
Method of Empanelment	Eligible organizations have to submit their technical proposal in prescribed format. All proposals will be first evaluated on the basis of qualification criteria. Organizations who meet the qualifications / eligibility requirements would be considered as qualified to move to the next stage of short- listing. Short -listing will be done on the basis of marks scored by organizations as per technical evaluation criteria. Best six organizations will be shortlisted and the PPAS implementation work will be allotted in the Kharif Marketing Season (KMS) 2016-17
Document Fee	RFTP can be downloaded from <a href="http://www.oscsc.in">www.oscsc.in</a> . The interested organizations are required to submit the document fee of Rs.1,050/- (Rs. 1000 + 5% VAT) only in shape of Account Payee Demand Draft in favour of Managing Director, OSCSC payable at Bhubaneswar from any of the scheduled commercial bank along with the Technical Proposal.
Earnest Money Deposit (EMD)	Earnest Money Deposit of amount Rs.10,000/- (Rupees Ten Thousand) only in the shape of Demand draft in favour of Managing Director, OSCSC payable at Bhubaneswar from any of the scheduled commercial bank must accompany with the technical bid.
Scope of Work	Service Providing Agency (SPA) will be assigned to implement Paddy Procurement Automation System (P-PAS) in a group of districts. SPA shall deploy Techno-Managerial Supervisory staff in Blocks of operation under the assigned group of districts. Techno-Managerial Supervisor will provide necessary technical support to representatives of State Agency in case of direct purchase and individual Societies in case of procurement through societies under his/ her block for successful implementation of PPAS application.
Language of Bid	Proposal should be prepared by the Bidder in English language only.
Currency	All cost/ price mentioned in this document are in Indian Rupees.
Taxes & Duties	All the cost/ price mentioned in this document are exclusive of taxes and duties. The taxes as appropriate & applicable would be paid at the prevalent rates.
Validity Period	Proposals must remain valid minimum for 180 days after the submission date.
Proposal to be submitted at	The proposal must be submitted to: The Managing Director, OSCSC Limited, C/2 Nayapalli, Bhubaneswar – 751012 through registered post or speed post only.

## **2. Background Information**

### **2.1. Genesis of P-PAS and its implementation over years**

The Food Supplies and Consumer Welfare Department has decided to automate the whole process at the society/ Market Yard level so that all transactions of the procurement operation including delivery of paddy to millers and payment of paddy cost to farmers through online account transfer are done through computer. The web-based application was first implemented in KMS 2013-14 on pilot basis and proved quite successful in KMS 2014-15 and 2015-16. Based on the past performance of the IT initiative in paddy procurement operation in the state, Food Supply and Consumer Welfare Department has decided to upscale the application in 294 blocks across 30 districts of the state during KMS 2016-17.

District- wise list of blocks of these 294 blocks is placed at **Appendix-III**. List of District Grouping for P-PAS implementation for SPAs is placed at **Appendix II**.

### **2.2. Project Background**

#### **2.2.1. Mode of Paddy Procurement**

In Odisha paddy procurement is being done in two different ways (a) Procurement through commission agent and (b) direct procurement by state procurement agencies. OSCSC Limited is one of the State Agencies appointed by Food Supplies and Consumer Welfare Department for procuring paddy in the state. Societies (PACS/ LAMPS) are engaged as commission agent by OSCSC Limited. Each of these societies may be procuring paddy at multiple locations called PPC (Paddy Purchase Centers). Other State Procuring Agencies appointed by Food Supplies and Consumer Welfare department for paddy procurement are MARKFED, NAFED, TDCC and NACOF. These agencies procure paddy from farmers directly at designated locations (Paddy Procuring Centers). The Societies (PACS/ LAMPS) and other state procuring agencies procuring directly in these blocks will be using P-PAS. Data entry operators (DEO) will be provided by each society/ representative of other state procuring agencies to carry out paddy procurement transactions at designated centers on real time basis.

#### **2.2.2. Operational Framework**

A local application need to be installed in the computer at the PPC. The DEO will record all paddy procurement transactions using the local application which includes issue of advance token to farmers, paddy purchase, paddy delivery and payment. All such recorded transactions will be uploaded to the

P-PAS central server. The society/ representative of other state procuring agency will provide Computer with internet connectivity, Printer, UPS, Inverter and consumables like paper, printer cartridge required for P-PAS implementation. In case the paddy purchase center (PPC) is not under coverage of internet, then the backup of data will be taken in a pen drive and uploaded at nearby place having internet coverage area.

### **2.2.3. Process of Engagement of SPA**

During the early stages of implementation of P-PAS, Service Providing Agencies (SPA) were being engaged by office of the concerned CSO of each district. Each district was following separate tender processes for selecting Service Providing Agencies for their districts. To streamline the procurement process of selection of SPA, Food Supply and Consumer Welfare Department decided to empanel Service Providing Agencies at state level since KMS 2015-16 which is being followed during current KMS 2016-17 through this empanelment process.

Through this empanelment process six best Service Providing Agencies (SPAs) will be empanelled with OSCSC. Each SPA will be assigned to implement P-PAS in a group of districts. List of district groups and district wise number blocks is placed in **Appendix-II**. District- wise list of blocks of these 294 blocks is placed at **Appendix-III**. The SPA will sign a contract agreement with OSCSC for each season (Kharif and Rabi). The SPA will be engaged for a period of 4 months (maximum) during Kharif season and 2 months (maximum) during Rabi season in districts where Rabi procurement will be made. However, payment to the Techno-Managerial Supervisors will be made for actual period of engagement. Period of engagement shall include procurement days along with time required for any preparatory and closing activities for the work during both Kharif and Rabi season.

### **2.2.4. Capacity Building of Techno-Managerial Supervisor by OMEGA**

Each of Service Providing Agency will maintain a pool of Techno-Managerial Supervisor during implementation of the project. The SPA will ensure that all the Techno-Managerial Supervisors are trained with latest version of the PPAS application by OMEGA. OMEGA also provides refresher trainings to Techno-Managerial Supervisors after each release of P-PAS version. The Techno-Managerial Supervisors should also be trained on newer functionalities added to PPAS by OMEGA through such refresher trainings. A certified list of trained manpower need to be used at the time of contract and

the certified Techno-Managerial Supervisor should be placed for implementation of P-PAS.

### **2.2.5. Responsibility of the SPA**

The Service Providing Agency shall deploy Techno-Managerial Supervisor in the Blocks of operation. Techno-Managerial Supervisor will provide necessary technical support to representatives of State Agency in case of direct purchase and individual Society in case of procurement through societies under his/her block for successful implementation of PPAS.

***The Techno-Managerial Supervisors will be responsible for following activities relating to paddy procurement operations.***

- i. To install the software at societies/ procurement locations, imparting training to DEOs and providing maintenance support on P-PAS software during the project.
- ii. To monitor the implementation of P-PAS in all the procurement centers on regular basis.
- iii. To monitor uploading of captured procurement data to online P-PAS server on regular basis.
- iv. To impart training to Society Secretaries, Representative of Other State Procuring Agencies, officials of Bank (DCCB/ Nodal DCCB/ Linked Core Bank) and District Officials.
- v. To update the District Administration about progress of paddy procurement through P-PAS on weekly basis.
- vi. To ensure closer of ongoing procurement season and uploading of season closing report of all the PACS/PPCs to P-PAS central server at the end of every procurement season.

### **2.3. Definitions**

- a. Government: The term "**Government**" shall mean Govt. in Food Supplies & Consumer Welfare Department of Government of Odisha, Bhubaneswar.
- b. Corporation or OSCSC Ltd: The terms '**Corporation**' or '**OSCSC Ltd.**', shall mean the Odisha State Civil Supplies Corporation Limited established under Indian companies Act 1956 and shall include its District Manager and its successor or successors and any Authorized Person to act for the District Manager for any specified work.
- c. CSO-cum-DM: The term **CSO-cum-DM** shall mean the officer working in revenue district both as Civil Supply Officer and District Manager of OSCSC Ltd.

- d. PACS: The term **PACS** shall mean Primary Agricultural Cooperative Societies.
- e. LAMPCS: Term **LAMPCS** shall mean Large Area Multipurpose Cooperative Society.
- f. WSHG: Term **WSHG** shall mean Woman Self Help Group.
- g. PP: Term **PP** shall mean Pani Panchayat.
- h. OSCB: The term **OSCB** shall mean Odisha State Cooperative Bank.
- i. DCCB: The term **DCCB** shall mean District Central Cooperative Bank.
- j. SPA: The term **SPA** shall mean Service Providing Agency.
- k. P-PAS: The term P-PAS shall mean Paddy Procurement Automation System
- l. PPC: The term PPC shall mean Paddy Purchase Centre

### **3. Instruction to Bidder/ Interested Organization**

#### **3.1. General**

- a) While every effort has been made to provide comprehensive and accurate background information and requirements and specifications, Interested Organizations must form their own conclusions about the project to meet the requirements based on their past experience.
- b) All information supplied by Interested Organization may be treated as contractually binding on the Organization, on successful award of the assignment by the Odisha State Civil Supplies Corporation.
- c) No commitment of any kind, contractual or otherwise shall exist unless and until a formal written contract has been executed by or on behalf of Odisha State Civil Supplies Corporation. Any notification of preferred organization status by Odisha State Civil Supplies Corporation shall not give rise to any enforceable rights by the Organization. Odisha State Civil Supplies Corporation may cancel this procurement at any time prior to a formal written contract being executed by or on behalf of Odisha State Civil Supplies Corporation.
- d) This RFTP supersedes and replaces any previous public documentation & communications on the same subject and Organizations shall place no reliance on such communications.

#### **3.2. Compliant Proposals/ Completeness of RFTP**

- a) Submission of the proposal shall be deemed to have been done after careful study and examination of the RFTP document with full understanding of its implications.
- b) Failure to comply with the requirements of this paragraph or any clause of the RFTP may render non-compliant and the proposal may be rejected. Interested Organization must:



- i. Include all documentation specified in this RFTP;
- ii. Follow the format prescribed in this RFTP and respond to each element in the order as set out in this RFTP.
- iii. Comply with all requirements as set out within this RFTP.

### **3.3. Key Requirements of the RFTP**

#### **3.3.1. Right to Terminate the Process**

- a. Odisha State Civil Supplies Corporation may terminate the empanelment process at any time and without assigning any reason thereof. Odisha State Civil Supplies Corporation makes no commitments, express or implied, that this process will result in a business transaction with anyone.
- b. The submission of proposal does not constitute an offer by Odisha State Civil Supplies Corporation. The interested organizations participation in this process may result in empanelment of selected organizations to engage Techno-Managerial Supervisors towards execution of the contract for implementation of P-PAS.

#### **3.3.2. Cost of RFTP Document**

- a. RFTP document is available in the office of Odisha State Civil Supplies Corporation. Interested Organizations are required to submit the non-refundable tender document Fee of Rs.1,050/- (Rs. 1000 + 5% VAT) only in shape of an account payee Demand Draft in favour of Managing Director, OSCSC Ltd. payable at Bhubaneswar from any of the scheduled or commercial bank along with the Bid. Proposals received without or with inadequate fees shall be rejected.

#### **3.3.3. Earnest Money Deposit (EMD)**

- a. Bidders shall submit, along with their Technical Bids, EMD of Rs.10,000/- (Rupees Ten Thousand) only, in the shape of an account payee Demand Draft issued by any Scheduled Commercial bank in favour of Managing Director, OSCSC payable at Bhubaneswar, and shall be valid for 90 days from the due date of the tender / tender paper.
- b. EMD of all unsuccessful bidders would be refunded by OSCSC not later than 180 days of the bidder being notified as being unsuccessful. The EMD, for the amount mentioned above, of successful bidder would be kept as part of Performance Guarantee till acceptance of final deliverable.
- c. The EMD amount is interest free and will be refundable to the unsuccessful bidders without any accrued interest on it.
- d. The tender paper submitted without EMD, mentioned above, will be summarily rejected.

- e. The EMD may be forfeited:
- If a bidder withdraws its bid during the period of bid validity.
  - In case of a successful bidder, if the bidder fails to sign the contract in accordance with this tender paper.
  - If found to have a record of poor performance such as having abandoned work, having been black-listed, having inordinately delayed completion and having faced Commercial failures etc.

#### **3.3.4. Performance Security**

- a. Performance Security equivalent to 5% of the project value by the selected organization is to be submitted before execution of the agreement. Performance Security need to be submitted either in shape of Demand Draft (in favour of Managing Director, OSCSC Ltd. and payable at Bhubaneswar) or Bank Guarantee (in the format (prescribed in the contract document) in favour of Managing Director, OSCSC Ltd.
- b. The EMD amount submitted by the Service Providing Agency will be adjusted with the Performance Security.
- c. Performance Security shall be submitted within one week from the date of work order by the successful organization.
- d. If the successful organization is not able to submit the Performance Security within one week from the date of work order it shall be considered that the organization failed to sign the contract in accordance with this RFTP.
- e. The Bank guarantee shall be valid till at least 30 days beyond contractual obligation.
- f. Agreement shall be executed on confirmation of the Performance Security from the Concerned Bank.

#### **3.3.5. Submission of Proposals**

- a. The interested organization shall submit their proposal as per the format given in this RFTP document in the following manner  
Technical Proposal (Form 1 to Form 7), Cost of Document and EMD shall be put in a sealed envelope with superscription as “RFTP”.  
Technical Proposal (Form 1 to Form 7) and a CD containing soft copy of RFTP shall be put in another sealed envelope with superscription as “RFTP -Copy”.
- b. The two envelopes shall be put in a Outer envelope with superscription as “RFTP for Empanelment of Service Providing Agencies for Implementation of P-PAS”.

- c. The Outer envelope thus prepared shall also indicate clearly the name, address, telephone number, E-mail ID and fax number of the interested organization.
- d. All the pages of the proposal must be sequentially numbered and must contain the list of contents with page numbers. Any deficiency in the documentation may result in the rejection of the proposal.
- e. The original proposal document shall be prepared in indelible ink. It shall contain no interlineations or overwriting, except as necessary to correct errors made by the organization itself. Any such corrections must be initialled by the person (or persons) who sign(s) the proposal.
- f. All pages of the bid shall be initiated and stamped by the person or persons who sign the proposal.
- g. In case of any discrepancy observed by the tender committee in the contents of the submitted original paper documents with respective copies, the information furnished on original paper document will prevail over others.
- h. Bidder must ensure that the information furnished by him in CD is identical to that submitted by him in the original paper document. In case of any discrepancy observed by tender committee in the contents of the CDs and original paper documents, the information furnished on original paper document will prevail over the soft copy.

#### **3.3.6. Authentication of RFTP**

The proposal shall be accompanied by a power-of-attorney in the name of the signatory of the proposal who can bind the Organization.

#### **3.3.7. Right to Accept Any Proposal and To Reject Any or All Proposal(s)**

Odisha State Civil Supply Corporation Limited reserves the right to accept or reject any proposal, and to annul the tender process / Public procurement process and reject all proposals at any time prior to award of contract, 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 such action.

### **3.4. Preparation and Submission of Proposal**

#### **3.4.1. Preparation Costs**

The interested organization shall be responsible for all costs incurred in connection with participation in the empanelment process, including, but not limited to, costs incurred in conduct of informative and other diligence activities, participation in meetings/ discussions/ presentations, preparation of Proposal, in providing any additional information required by Odisha State Civil Supplies Corporation to facilitate the evaluation process, and in negotiating a

definitive contract or all such activities related to the empanelment process. Odisha State Civil Supplies Corporation will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the empanelment process.

### 3.4.2. Language

The Proposal shall be filled by the interested organization in English language only. If any supporting documents submitted are in any language other than English, translation of the same in English language is to be duly attested by the Bidders. For purposes of interpretation of the Proposal, the English translation shall govern.

### 3.4.3. Venue & Deadline for Submission of Proposal

Proposals, in its complete form in all respects as specified in this RFTP, must be submitted on or before the last date and time of submission of bid as mentioned on the cover page of the RFTP at the address specified below through registered post or speed post only. OSCSC shall not be responsible for any postal delay.

***The Managing Director,***  
*OSCSC Limited, C/2, Nayapalli,*  
*Bhubaneswar – 751012*

### 3.4.4. Late Bids

- a. Proposals received after the due date and the specified time (including the extended period if any) for any reason whatsoever, shall not be entertained and shall be returned unopened.
- b. The proposals submitted by telex/ telegram/ fax/ e-mail etc. shall not be considered. No correspondence will be entertained on this matter.
- c. The department/ OSCSC shall not be responsible for any postal delay or non-receipt/ non-delivery of the documents. No further correspondence on the subject will be entertained.

## 4. Criteria for Evaluation

### 4.1. Qualifying Criteria

All proposals will primarily be evaluated on the basis of Qualification Criteria. The tender Committee will carry out a detailed evaluation of the proposals based on list of required documents mentioned below.

Sl. No	Basic Requirement	Specific Requirements	Documents Required
1	Legal Entity	a. The Agency should be a Company registered under the Indian Company Act, 1956 OR should be a partnership firm OR Proprietorship Firm who have their registered offices in	➤ Certificate of Incorporation/ Partnership Registration

		India. b. The Organisation must be in operation minimum since last two consecutive financial years preceding to current financial year. c. Service Tax Registration	➤ Service Tax Registration Certificate, ➤ PAN copy
2	IT Clearance	The Organisation must have cleared Income Tax up to FY 2014-15	➤ Copy of IT Return for FY 2014-15
3	Financial Capability	Total Annual Turnover during last two financial years (as per the last published Balance sheets), should be minimum Rs.15 Lakhs that is generated from IT training-handholding, rollout implementation of IT projects.	Copy of the Audited Balance sheet with certificate from statutory auditor showing the relevant trade for any two financial year (2013-14, 2014-15 and 2015-16)
4	Technical Capability	Organisation must have successfully undertaken at least one project related to training-handholding, rollout-implementation of e-Governance projects in India of value not less than Rs. 5 Lakhs within last two financial years	Work order(s) and Completion Certificate(s) from the client.
5	Conversant with Locality	Bidder should have its presence/office in Odisha preferably in Bhubaneswar. If the Bidder does not have any office in Odisha, then bidder should submit a letter of undertaking to open the office in Odisha within 45 days from the date of issue of work order.	The copy of Property tax bill/Electricity Bill/ Telephone Bill/ G.S.T.-C.S.T. Registration/ Lease agreement or Undertaking Letter
6	Blacklisting	The Organisation must not have been blacklisted by any Central / State Government (Central/State Government and Public Sector) or under a declaration of ineligibility for corrupt or fraudulent practices or not have any record of poor performance, abandoned work, having inordinately delayed completion and having faced Commercial failures etc. as of 31.03.2016	Court Affidavit in prescribed format[Form6] must be submitted
7	Registration Under Contract	The Organisation must be Registered under <b>Contract Labour Act (Regulation &amp; Abolition) 1970</b> for supplying at least 50 manpower.	Registration Certificate Under Contract Labour Act(Regulation&

	Labour Act		Abolition) 1970 for supplying at least 50 manpower
8	PF, ESI Registration	The bidder must have a valid PF Registration and ESI registration. If any bidder have applied for PF, ESI registration and the registration process is not yet completed, the bidder may submit copy of acknowledgement slip against submission of application for PF, ESI registration.	PF, ESI Registration Certificate / Copy of acknowledgement slip against submission of application for PF, ESI registration if registration process is not yet completed
9	Compliance to Labour/ PF/ ESI	The organization does not have any legal suit / criminal case pending against it for violation of PF/ESI/MW Act	Court Affidavit on not having any legal suit/ criminal case pending against it for violation of PF/ESI/MW Act
10	Document Fees	The Bidder must have submitted Rs. 1,050/- (Rs. 1000 + 5% VAT) only towards the cost of the Document.	In shape of Account Payee DD from Scheduled Commercial Bank
11	EMD	The Bidder must have furnished the EMD of Rs. 10,000/- (Rupees Ten Thousand) only.	In shape of Account Payee DD from Scheduled Commercial Bank

**Note:** If any bidder have submitted acknowledgement slip of submission of application for PF, ESI registration, the bidder need to produce the PF, ESI Registration Certificate before signing the contract agreement.

#### 4.2. Technical Evaluation Criteria

Organizations who meet the qualifications/eligibility requirements would be considered as qualified to move to the next stage of short listing. The tender committee will award marks to each qualified bidder as per technical evaluation criteria as specified below under this section. The marks will be awarded to the bidders after examining the technical

proposals, evaluating the document of evidence submitted by the bidder. The tender committee may do the field verification of the facts provided by the bidders if felt necessary. Best six organizations will be shortlisted as per the marks scored by them. One group of districts will be allotted to each of them as per their priority list. Top scoring organization will be given first chance to opt for its most preferred group of districts. If so required, OSCSC may assign more than one group of districts to a shortlisted Service Providing Agency.

**Note:** If two organizations scored same marks in technical evaluation then order of the organizations will be decided by comparing:

- a. Number of Projects Implemented
- b. Total Annual Turnover

<b>TECHNICAL EVALUATION CRITERIA</b>				
<b>Sl. No.</b>	<b>Basic Requirement</b>	<b>Technical Evaluation Criteria Specific Requirements</b>	<b>Documents Required</b>	<b>Maximum Marks</b>
1	Financial Capability	<p>Total Annual Turnover during last two financial years (as per the last published Balance sheets), should be minimum Rs.15 Lakhs that is generated from IT training-handholding, rollout- implementation of IT projects.</p> <p>a) &gt;15 and &lt;=20 Lakhs : <b>10 Marks</b>            b) &gt;20 Lakhs and &lt;=25 Lakhs : <b>20 Marks</b>            c) &gt;25 Lakhs: <b>30 Marks</b></p>	Copy of the Audited Balance sheet with certificate from statutory auditor showing the relevant trade for any two financial years(2013-14, 2014-15 & 2015-16)	<b>30 Marks</b>
2	Project Management Capability	<p>Organisation must have successfully undertaken at least one e-Governance projects in India of value not less than Rs. 5 Lakhs within last two financial years.</p> <p>a) 1 Project of value more than rupees five Lakhs : <b>10 Marks</b>            b) 3 Projects each of value more than rupees five Lakhs : <b>20 Marks</b>            c) More than 3 Projects each of value</p>	Work order(s) and Completion Certificate(s) from the client.	<b>30 Marks</b>

		more than rupees five Lakhs: <b>30 Marks</b>		
3	Technical capability	The organisation having prior experience in implementation of projects of similar nature as Paddy Procurement Automation System (P-PAS). The marks will be awarded as below if the scope of the executed project include following aspects: a) Real-time data entry using web based software application: <b>5 Marks</b> b) Training, hand-holding to end-users of the business applications: <b>5 Marks</b> c) Maintenance of web based application and any relational database: <b>5 marks</b>	Completion Certificate issued by competent authority	<b>15 Marks</b>
4	Conversant with locality	Having exposure of executing projects at district/ block/ GP level of Odisha. a. District level : <b>3 Marks</b> b. Block level: <b>6 Marks</b> c. GP level: <b>10 Marks</b>	Completion Certificate issued by competent authority	<b>10 Marks</b>
5	Supply of Manpower	Have supplied contractual manpower during last three years in Government/ Semi Government sector. a) 5 to 50 manpower : <b>3 Mark</b> b) 51 to 100 manpower : <b>6 Marks</b> c) 101 to 150 manpower : <b>9 Marks</b> d) 151 to 200 manpower : <b>12 Marks</b> e) More than 200 manpower : <b>15 Marks</b>	Work order / Client Letter /Job Completion certificate	<b>15 Marks</b>

## 5. Terms of Reference

### 5.1. Scope of Work

- (a) Each Service Providing Agency (SPA) will be assigned to implement P-PAS in one group of districts.
- (b) The SPA will maintain a pool of trained techno-managerial supervisors in assigned group of districts and shall deploy Techno-Managerial Supervisor for implementation of P-PAS.
- (c) The Techno-Managerial Supervisor will provide necessary training on P-PAS to Data Entry Operators of all Societies (PACS/ LAMPS) and



Representatives of Other State Procuring Agencies (MARKFED, NAFED, TDCC, NACOF) under the concerned Block in a central location. Space for training will be provided by the district administration.

- (d) The Techno-Managerial Supervisor will install/ re-install P-PAS application at each paddy procurement operation point managed by the Societies (PACS/ LAMPS) and Representatives of Other State Procuring Agencies (MARKFED, NAFED, TDCC, NACOF) under his/her block of operation. The Techno-Managerial Supervisors will also do necessary configuration (both in online and offline P-PAS application) for making the system ready to use.
- (f) The Techno-Managerial Supervisor will monitor the implementation of P-PAS in all Societies (PACS/ LAMPS) and Other State Procuring Agencies (MARKFED, NAFED, TDCC, NACOF) on regular basis. The Techno-Managerial Supervisors will also monitor uploading of captured procurement data to online P-PAS server on regular basis.
- (g) The Techno-Managerial Supervisor will organize awareness program for all Societies (PACS/ LAMPS) and Representatives of Other State Procuring Agencies (MARKFED, NAFED, TDCC, NACOF) on generating and maintaining different types of registers like advance token register, paddy purchase register, transit pass register, acceptance note register and payment advice register on daily basis. The in-charge of the Society/ Representative of Other State Procuring Agency will be trained on use of Digital Signature Certificate.
- (h) The Techno-Managerial Supervisor will do physical verification of registers to ensure all the daily registers are generated and validated by PPC in-charge regularly.
- (i) Responsibility of the Techno-Managerial Supervisor also includes providing required technical support to every PACS/PPC under its block of operation.
- (j) The Techno-Managerial Supervisor will provide training to related bank officials of all the branches (DCCB, Nodal DCCB and Linked Core Bank) for smooth payment operation. The Techno-Managerial Supervisors will also do necessary coordination between Societies (PACS/ LAMPS), DCCB, Nodal DCCB and Linked Core Bank for timely payment to farmer.
- (k) The Techno-Managerial Supervisor will provide necessary training to officials of District Administration for regular monitoring of procurement process through P-PAS.

- (l) The Techno-Managerial Supervisor will update District Administration about progress of paddy procurement through P-PAS on weekly basis.
- (m) At the end of every procurement season the Techno-Managerial Supervisor will ensure that the ongoing procurement season is closed in all procurement locations of all Societies (PACS/ LAMPS) and Representatives of Other State Procuring Agencies (MARKFED, NAFED, TDCC, NACOF) and season closing report of the all the PACS/PPC are uploaded to P-PAS central server.
- (n) Besides, Techno Managerial Supervisor in consultation with concerned CSO-cum-District Manager and Purchase Officer of PPC shall ensure maintenance of hard copies of all system generated documents at PPC level.

## **5.2. Methodology**

- (a) Techno-managerial supervisors of each SPA may take training from OMEGA on P-PAS (installation, configuration and operation) as OMEGA has provided hand holding of the said project in the past and is enriched with wide experience in the subject matter. Travel and Lodging cost of the Techno-Managerial Supervisors related to the training program will be borne by the SPA.
- (b) OMEGA is also providing refresher training after each fresh release of the PPAS software application. Techno-Managerial Supervisors of the SPA need to undergo such refresher training on new functionalities on regular basis.
- (c) The SPA will maintain a pool of Techno-Managerial Supervisors and provide immediate replacement to a block in case of unavailability of Techno-Managerial Supervisors due to any reason like Leave, Medical Urgency etc. The service provider will bring immediately to the notice of CSO if any professional left the project abruptly.
- (d) The SPA must engage local manpower for the job of Techno-Managerial Supervisors. In case manpower is not available in the concerned block then manpower of nearby block may be considered. SPA need to ensure that the Techno-Managerial Supervisors must belong to the concerned district.
- (e) The manpower so deployed by the Service Provider shall be provided with ID Cards duly signed by the Service Provider for identification.
- (f) The Service Provider will conduct a field survey at each society (PACS/ LAMPS) and Representatives of Other State Procuring Agencies

- (MARKFED, NAFED, TDCC, NACOF) and report on readiness of the Societies to implement P-PAS. Working condition of Computer, Printer, Inverter, Internet arrangement etc need to be assessed during the survey.
- (g) The Service Provider will ensure that the Techno-Managerial Supervisor is having a Laptop, a Data Card (Internet) and a Pen drive and required software for remote desktop connection during the period of service.
  - (h) The Techno-Managerial Supervisor will impart training to the data entry operators (DEO) of all Societies (PACS/ LAMPS) and Other State Procuring Agencies (MARKFED, NAFED, TDCC, NACOF) under its Block of operation on usage of P-PAS application and ensure competency of the DEO to use the P-PAS efficiently and effectively. A provision of online examination of trained DEO is made to ensure the quality of training provided by the Techno-Managerial Supervisor.
  - (i) The Techno-Managerial Supervisor shall check the PACS/ PPC wise data uploading status on daily basis. If any PACS/ PPC is not uploaded the daily procurement transaction then he will do necessary follow-up to get it uploaded.
  - (j) The Techno-Managerial Supervisor shall supervise the performance of DEO at PPC, status of online/ offline data entry at the PPC and resolve all technical issues encountered. The figures of both online and offline application need to be same at any point of time. If the online and offline figure is not same for any PACS/ PPC, then the Techno-Managerial Supervisor shall intervene and solve the issue at earliest.
  - (k) The Techno-Managerial Supervisor will do telephonic follow-up once a week to every PACS for ensuring regular maintenance of register. The Techno-Managerial Supervisor will do physical verification of registers of minimum 20% PACS every month to ensure all the daily registers are generated and validated by PPC in-charge regularly.
  - (l) The Service Provider will submit monthly progress report on the operation during paddy procurement.
  - (m) The SPA shall be responsible for compliance of all statutory provisions relating to minimum wages payable to different types of worker in respect of the persons deployed by it in the Office concerned. Department shall have no liability in this regard.
  - (n) The SPA shall also be liable for depositing all taxes, levies, cess, etc. on account of service rendered by it to the Department or office concerned to the concerned tax collection authorities, from time to time, as per the rules

and regulations in the matter. Attested photocopies of such documents shall be furnished to the Department or office concerned.

- (o) The SPA shall maintain all statutory registers under the law and shall produce the same, on demand, to the authority of the Department or office concerned or any other authority under Law.
- (p) The Tax deduction at Source (T.D.S.) shall be done as per the provisions of Income Tax Act/Rules, as amended, from time to time and a certificate to this effect shall be provided by the Department or office concerned.
- (q) In case, the SPA fails to comply with any liability under appropriate law, and as a result thereof, the OSCSC/ Department or the office concerned is put to any loss / obligation, monetary or otherwise, the Department or the office concerned will be entitled to get itself reimbursed out of the outstanding bills or the Performance Security Deposit of the SPA, to the extent of the loss or obligation in monetary terms.
- (r) For intents and purposes, the Service Providing Agency (SPA) shall be the “Employer” within the meaning of different Rules and Acts in respect of manpower so deployed. The persons deployed by the SPA shall not have any claim whatsoever like employer and employee relationship against Department.
- (s) The SPA shall provide a substitute well in advance if there occurs any probability of the person leaving the job due to his/her own personal reasons. The payment in respect of the overlapping period of the substitute shall be the responsibility of the SPA. The SPA shall be responsible for contributions towards Provident Fund and Employees State Insurance, wherever applicable. The SPA will submit the claim of employers’ contribution towards Provident Fund and Employees State Insurance and OSCSC will reimburse the same to the SPA.

### **5.3. Eligibility and Responsibility of the Techno Managerial Supervisor**

#### **5.3.1. Eligibility of Techno-Managerial Supervisor**

S/he must be a Graduate in Science with PGDCA and possess minimum 2 years of experience in supervising data entry operations. The person should be capable of maintenance of software programs written in Java. The person must be efficient in managing large database application. Experience in paddy procurement activities is preferred. S/he must be able to maintain java based application and perform required database administration. The Techno-Managerial Supervisors must have undergone training programme on P-PAS from OMEGA prior to joining into the work of

implementing P-PAS. S/he must be thorough in installation, configuration, usage, maintenance, diagnosis of faults of P-PAS. The techno-managerial supervisor deployed by the SPA should have good police records and no criminal case should be pending against him.

The persons deployed should be polite, cordial and efficient while handling the assigned work and their actions should promote good will and enhance the image of the Department or Office concerned. The SPA shall be responsible for any act of indiscipline on the part of the persons deployed.

### **5.3.2. Responsibility of Techno-Managerial Supervisor**

- (a) Responsibility of the Techno-Managerial Supervisor is to provide overall technical supervision in the data entry operation.
- (b) Responsibility of technical support staff also includes maintenance of P-PAS software.
- (c) S/he will verify the application log and database on regular basis and perform required preventive maintenance and administration activities to ensure smooth functioning of the software application and database at each operation point.
- (d) S/he must have the capability of resolving minor issues relating to operating system (windows), functioning of peripherals and the computer hardware.
- (e) Responsibility of the Techno-Managerial Supervisor includes overall coordination and supervision in the data entry operation.
- (f) S/he will be responsible for coordination between stakeholders (PACS, CSO, OMEGA and FS & CW Department).
- (g) S/he will be responsible for daily, weekly and monthly progress reporting to important stakeholders including OMEGA.
- (h) S/he will be responsible for strict maintenance of Paddy Dispatch Note–cum- Acceptance Note in P-PAS Software to avoid delay in receiving paddy A.C note from millers and subsequent processing of payment advice for payment to farmers.
- (i) The persons deployed shall, during the course of their work be privy to certain qualified documents and information which they are not supposed to divulge to third parties. In view of this, they shall be required to take oath of confidentiality and breach of this condition shall make the SPA as well as the person deployed liable for penal action under the applicable laws besides, action for breach of contract.

#### **5.4. Deliverable & Project Timeline**

The service provider must produce following deliverables on monthly basis.

- (a) Certificate from CSO on support provided by the techno-managerial supervisor.
- (b) Self-Declaration for timely disbursement of Salary to Techno-Managerial Supervisors.

At the end of a procurement season, the SPA shall submit the list of PACS/PPC where season is closed and uploaded to PPAS online server. OMEGA / IT, PMU of FS & CW Department/ IT, PMU of OSCSC Ltd. after due verification of the season closing report will issue a completion certificate to the SPA.

#### **5.5. Service Fees and Service Charge**

Service Fee allowed for Techno-Managerial Supervisors is Rs.15, 000/- (Rupees Fifteen Thousand) only per month exclusive of any taxes and duties. The Service Fee includes remuneration of the Techno-Managerial Supervisors, all incidental expenses relating to training, travelling, lodging, boarding and telephone call expenses of the Techno-Managerial Supervisors. The Service Fee also includes employee's share of EPF & ESI contribution but excludes Employer's share of EPF & ESI contribution. The SPA will submit the monthly salary statement of all its manpower mentioning EPF & ESI contribution (Employee's Share) to OSCSC. On submission of monthly statement by the SPA, OSCSC will deposit equal amount as employer's share towards EPF & ESI contribution for each employee.

A service charge of additional 10% of the total claim amount will be provided to the service providing agency for rendering the service.

The person deployed by the SPA shall not claim nor shall be entitled to pay, perks and other facilities admissible to regular / confirmed employees during the currency or after expiry of the Agreement.

The persons deployed shall not claim any benefit or compensation or absorption or regularization of deployment with office under the provision of Rules and Acts. Undertaking from the person deployed to this effect shall be required to be submitted by the SPA.

The Department/ OSCSC shall not be responsible for any financial loss or any injury to any person deployed by the SPA in the course of their performing the functions/duties, or for payment towards any compensation.

#### **5.6. Payment Procedure**

The Service Provider can raise monthly claim according to the number of manpower engaged in the project and the contracted rate per Techno-Managerial Supervisors. All claims will be submitted to OSCSC. OSCSC

should release the payment to the service provider within 15 days of their claim after acceptance of monthly deliverables. Performance Security of the SPA will be released after submission of final completion certificate issued by OMEGA/IT, PMU of FS & CW Department/ IT, PMU of OSCSC Ltd.

## **5.7. Liquidated Damages**

### **5.7.1. Imparting Training to DEO**

The service provider must commence imparting training to the DEOs immediately after their selection and complete the training by ensuring their competency to use P-PAS effectively and efficiently maximum within 12 days of signing of contract. Any delay in training process will invite penalty @ 0.25% per day delay over the project cost.

### **5.7.2. Installation of P-PAS**

The P-PAS software will be installed at each operation point maximum within 15 days of signing the contract. Any delay in installation process due to negligence of service provider will invite penalty @ 0.25% per day delay over the project cost.

### **5.7.3. Service Level for Maintenance Support**

The service provider must attend to the complaints regarding malfunction of the software within 3 hours of report. Maximum resolution time for any type of complaint is 2 working day. Any delay in resolution of complaint beyond stipulated time will invite penalty @ 0.25% per day delay over the project cost.

## **6 Action for breach of contract**

It is the duty and responsibility of the service provider to ensure performance of all the provisions of the contract to the full satisfaction of the OSCSC Ltd. In the event of non-performance or violation of any of the provision of the contract by the service provider, his security deposit shall be forfeited and the balance work would be done at his risk and cost. He shall also be blacklisted and debarred from participating in the future tender of the OSCSC Ltd. The decision of the Managing Director would be final and binding on the parties.

## **7 Laws governing the contract and dispute resolution**

The contract will be governed by the laws in India for the time being in force. All disputes arising out of this tender will be dealt in Court of Law of competent jurisdiction at Bhubaneswar.

## Appendix-I: Formats for Submission of Proposal

### Form 1: Compliance Sheet for RFTP

RFTP No: \_\_\_\_\_, Date: \_\_\_\_\_

Please check whether following have been enclosed in the respective covers, namely, letter of RFTP.

Sl. No	Compliance Document	Provided (Yes/ No)	Page No in the Technical Bid
1	Acceptance of terms & conditions contained in the RFTP documents [Form 2]		
2	Particulars of the Organization (In the format attached at Form 3)		
3	Copy of Certificate of Incorporation/ Partnership Registration		
4	Copy of Service Tax Registration Certificate		
5	Copy of PAN		
6	Copy of Audited Balance sheet and Profit & Loss Account; Showing the relevant trade as proof of Annual Turnover and Positive Networth of last two years (2014-15 and 2015-16) as on March 31, 2016		
7	Copy of Income Tax Return of FY 2014-15		
8	List of Projects Executed (In the format attached at Form 4) [Work Order and Completion Certificate from the client as per clause 4.2 Serial Number 3 and 4]		
9	Project Citation of each Project listed in Form 4 (In the format attached at Form 5)		
10	The copy of Property tax bill/ Electricity Bill/ Telephone Bill/ G.S.T.-C.S.T. Registration/ Lease agreement as proof of local service center or Undertaking Letter		
11	Court Affidavit for not be under Ineligibility (In the format attached at Form 6)		
12	RFTP Cost (DD No.: _____, Amount: _____, Bank: _____, Date: _____)		
13	EMD Cost (DD No.: _____, Amount: _____, Bank: _____, Date: _____)		
14	Copy of Power of Attorney in the name of the Authorized signatory		
15	District Group Preference for P-PAS Implementation (Form-7)		



16	Copy of PF Registration Certificate/ Copy of acknowledgement slip against submission of application for PF Registration if registration process is not yet completed		
17	Copy of ESI Registration Certificate/ Copy of acknowledgement slip against submission of application for ESI Registration if registration process is not yet completed		
18	Registration Certificate Under Contract Labour Act (Regulation & Abolition) 1970 for supplying at least 50 manpower		
19	Court Affidavit for not having any legal suit / criminal case pending against it for violation of PF /ESI/MW Act or any other law		

**Form 2: Bid Letter**

RFTP No: \_\_\_\_\_, Date: \_\_\_\_\_

<Location, Date>

To

**The Managing Director,**  
Odisha State Civil Supplies Corporation,  
C/2, Nayapalli,  
Bhubaneswar - 751012

**Subject:** Submission of the Proposal for Empanelment of SPA for Implementation of P-PAS

Dear Sir/Madam,

We, the undersigned, offer to provide our services to the MD, OSCSC on your RFTP vide no <insert RFTP no> dated <insert date>. We are hereby submitting our Proposal, which includes this RFTP sealed in the envelope.

We hereby declare that all the information and statements made in this RFTP are true and accept that any misinterpretation contained in it may lead to our disqualification.

We undertake, if our RFTP is accepted, to initiate the Implementation services related to the assignment indicated in Fact Sheet.

We agree to abide by all the terms and conditions of the RFTP. We would hold the terms of our proposal valid for 180 days as stipulated in the RFTP document.

We understand you are not bound to accept any proposal you receive.

Yours sincerely,

Authorized Signature [*In full and initials*]: Name

and

Title of Signatory:

Name of Firm:

Address:

Location:

Date:

### Form 3: Particulars of the interested Organisation

RFTP No: \_\_\_\_\_, Date \_\_\_\_\_

1. Name of the organisation
2. Organisation Status of Registration
3. Address of Corporate Office
4. Address of office in Odisha
5. Telephone N.  FAX NO
6. Email Address
7. Website
8. Registration No. of Certificate of Incorporation & Date
9. Registration No. of Service Tax
10. Permanent Account number of Income Tax and Date of Regn.
11. No. of years of proven experience of providing similar Services:
12. Annual turn over

11	Annual turnover audited annual turnover in last three years	Annual turnover the company in Rs.			
		F.Y	Turnover (Rs.)		
			PBT	PAT	ATO
	2013-14				
	2014-15				
	2015-16				

13. No. of employees	Technical	Managerial	Support	Total

14. Total value of the organisation (in Rupees)

Signature of witness  
Date  
Place

Signature of the bidder  
Date  
Place

Company seal

**Form 4: Format for List of Projects Executed**

RFTP No: \_\_\_\_\_, Date: \_\_\_\_\_

SL. No	Name, address of the client	Name of the project	Project period		Total project cost	Is this project similar to current assignment (Yes/No)
			From	To		
1	2	3	4	5	6	7

Note: The information provided in the above table must be supported by relevant work order copy.

Signature of witness  
Date  
Place

Signature of the bidder  
Date  
Place

Company seal

**Form 5: Project Citation Format**

RFTP No: \_\_\_\_\_, Date: \_\_\_\_\_

**I. Client Details**

1. Name of the client

2. Sector of the client (Put a tick mark  a. Govt. in India

b. Govt. in Odisha  c. PSU in India  d. Others

3. Client Reference (Name, Designation, Postal Address, Phone, FAX, e-mail)

**II. Project Detail**

4. Name of the project

5. Work order No. & Date

6. Project start date  Completion Date

7. Project cost (Excluding TAX in INR)

8. No. of skilled professionals involved in the project

9. Brief details about scope of the project

Signature of witness  
Date  
Place

Signature of the bidder  
Date  
Place

Company seal

**Form 6: Affidavit Format for not be under Ineligibility**

I, Sri/Smt. \_\_\_\_\_ aged about \_\_\_\_\_  
S/o./D/o./W/o. \_\_\_\_\_ Proprietor/Partner/  
Director of M/s. \_\_\_\_\_ At- \_\_\_\_\_ Po- \_\_\_\_\_,  
P.S- \_\_\_\_\_, Dist- \_\_\_\_\_ do hereby solemnly affirm  
and state as follows:

- 1) That pursuant to the RFTP No \_\_\_\_\_, Dt. \_\_\_\_\_ of OSCSC Ltd. for Empanelment of Service Providing Agencies for Implementation of P-PAS, I/my firm/company/ organization am/is an interested to participate in the said procurement process.
- 2) That as per terms & conditions of the RFTP, I am to declare that, I/my firm/company/organization have not been blacklisted by any Central/State Govt. Organisation or by any Public Sector undertakings of the State/Central Govt.
- 3) That as per terms & conditions of the RFTP, I am to declare that, I/my firm/company does not have any record of poor performance, abandoned work, having inordinately delayed completion and having faced Commercial failures etc.
- 4) That neither any criminal case nor any vigilance case is pending against me/my firm/company before any forum.
- 5) That this affidavit is required to be produced with RFTP before the Managing Director, OSCSC Ltd.
- 6) That the facts stated above are true to the best of my knowledge and belief.

Signature of witness

Signature of the Bidder

Date:

Date:

Place:

Place:

Company Seal

**Form 7: District Group Preference for P-PAS Implementation**

RFTP No: \_\_\_\_\_, Date: \_\_\_\_\_

The interested Organization need to fill up their district group preference for implementation of PPAS in below given form. Please mention the name of the district group (Group 1) in order of preference (from 1<sup>st</sup> to 6<sup>th</sup>) where you want to implement PPAS. For details about district groups please refer **Appendix II of this RFTP**. For district wise list of 294 blocks please refer **Appendix III** of this RFTP.

Preference	District Group
1 <sup>st</sup> Preference	
2 <sup>nd</sup> Preference	
3 <sup>rd</sup> Preference	
4 <sup>th</sup> Preference	
5 <sup>th</sup> Preference	
6 <sup>th</sup> Preference	

Signature of witness

Date:

Place:

Signature of the Bidder

Date:

Place:

Company Seal

## Appendix-II: District Grouping for Implementation of P-PAS

Group	District	No. of 294 blocks	Total 294 blocks
<b>Group-1</b>	Bolangir	14	48
	Kalahandi	12	
	Nuapada	05	
	Cuttack	14	
	Boudh	03	
<b>Group-2</b>	Bargarh	12	50
	Kendrapara	09	
	Jharsuguda	05	
	Nayagarh	08	
	Dhenkanal	08	
	Jagatsinghpur	08	
<b>Group-3</b>	Jajpur	10	49
	Angul	08	
	Deogarh	03	
	Kandhamal	02	
	Sambalpur	09	
	Sundargarh	17	
<b>Group-4</b>	Sonepur	06	50
	Koraput	09	
	Malkangiri	07	
	Nawarangapur	10	
	Rayagada	11	
	Bhadrak	07	
<b>Group-5</b>	Khurda	10	48
	Keonjhar	12	
	Mayurbhanj	26	
<b>Group-6</b>	Ganjam	22	49
	Gajapati	04	
	Balasore	12	
	Puri	11	



**Appendix-III: District wise 294 Blocks for P-PAS Implementation during KMS 2016-17 (Kharif)**

Sl. No	Blocks*	District
1	Athamallik	Angul
2	Chhendipada	
3	Kishorenagar	
4	Angul	
5	Banarpal	
6	Talcher	
7	Kaniha	
8	Pallahara	
9	Bahanaga	Balasore
10	Balasore Sadar	
11	Khaira	
12	Remuna	
13	Simulia	
14	Soro	
15	Baliapal	
16	Basta	
17	Bhograi	
18	Jaleswar	
19	Oupada	
20	Nilagiri	
21	Ambabhona	Bargarh
22	Attabira	
23	Bargarh	
24	Barpalli	
25	Bhatli	
26	Bheden	
27	Bijepur	
28	Gaisilet	
29	Jharbandh	
30	Padmapur	
31	Paikmal	
32	Sohela	
33	Basudevpur	Bhadrak
34	Bhadrak	
35	Bhandaripokhari	
36	Bonth	
37	Chandbali	
38	Dhamnagar	
39	Tihidi	
40	Bangomunda	Bolangir
41	Agalpur	
42	Belpada	
43	Bolangir	
44	Deogaon	
45	Gudvela	

Sl. No	Blocks*	District
46	Khaprakhhol	Bolangir
47	Loisingha	
48	Muribahal	
49	Patnagarh	
50	Puintala	
51	Saintala	
52	Titilagarh	
53	Turekela	
54	Harbhanga	Boudh
55	Boudh	
56	Kantamal	Cuttack
57	Athagarh	
58	Niali	
59	Baramba	
60	Banki	
61	Baranga	
62	Dompara	
63	Kantapada	
64	Mahanga	
65	Narsinghpur	
66	Nischintkoili	Deogarh
67	Tigiria	
68	Tangi	
69	Sadar	
70	Salepur	
71	Barkote	
72	Reamal	
73	Tileibani	
74	Bhuban	Dhenkanal
75	Dhenkanal Sadar	
76	Gondia	
77	Kamakhyanagar	
78	Kankadahad	
79	Odapada	
80	Parjanga	Gajapati
81	Hindol	
82	Gosani	
83	Gumma	
84	Kashinagar	Ganjam
85	Rayagada	
86	Digapahandi	
87	Aska	
88	Begnuniapada	
89	Bhanjanagar	

Sl. No	Blocks*	District
90	Chhatrapur	Ganjam
91	Hinjilicut	
92	Kabisuryanagar	
93	Khallikote	
94	Kukudakhandi	
95	Patrapur	
96	Polasara	
97	Purusottampur	
98	Rangeilunda	
99	Sanakhemundi	
100	Sheragada	
101	Surada	
102	Buguda	
103	Belaguntha	
104	Dharakote	
105	Ganjam	
106	Jagannath Prasad	
107	Chikiti	
108	Balikuda	Jagatsinghpur
109	Jagatsinghpur	
110	Biridi	
111	Erasama	
112	Kujanga	
113	Nuagaon	
114	Raghunathpur	
115	Tirtol	
116	Korai	Jajpur
117	Barchana	
118	Binjharpur	
119	Dasarathpur	
120	Jajpur	
121	Bari	
122	Dharmasala	
123	Danagadi	
124	Rasulpur	
125	Sukinda	
126	Kirimira	Jharsuguda
127	Kolabira	
128	Laikera	
129	Lakhanpur	
130	Jharsuguda	
131	Kesinga	Kalahandi
132	Dharmagarh	
133	Golamunda	
134	Jayapatna	

Sl. No	Blocks*	District	
135	Junagarh	Kalahandi	
136	Kalampur		
137	Karlamunda		
138	Koksara		
139	Narla		
140	Bhawanipatna		
141	Lanjigarh		
142	M. Rampur		
143	Baliguda		Kandhamal
144	G. Udayagiri		
145	Kendrapara	Kendrapara	
146	Aul		
147	Derabis		
148	Garadpur		
149	Marsaghai		
150	Mahakalapada		
151	Pattamundai		
152	Rajkanika		
153	Rajnagar	Keonjhar	
154	Anandapur		
155	Ghasipura		
156	Hatadihi		
157	Bansapal		
158	champia		
159	Jhumpura		
160	Keonjhar		
161	Patna		
162	Ghatagaon		
163	Harichandanpur		
164	Telkoi		
165	Saharpada		
166	Balianta	Khurda	
167	Balipatna		
168	Banapur		
169	Begunia		
170	Bologarh		
171	Jatni		
172	Khurda		
173	Tangi		
174	Chilika		
175	Bhubaneswar	Koraput	
176	Boipariguda		
177	Boriguma		
178	Jeypore		

179	Kotpad	Koraput
180	Kundra	
181	Laxmipur	
182	Dasamantpur	
183	Lamtaput	
184	Semiliguda	
185	Kalimela	Malkangiri
186	Korukonda	
187	Malkangiri	
188	Mathili	
189	Kudmul Guma	
190	Khairput	
191	Podia	Mayurbhanj
192	Barasahi	
193	Khunta	
194	Betnoti	
195	Bahalada	
196	Bangiriposi	
197	Kaptipada	
198	Bisoi	
199	G.B Nagar	
200	Jashipur	
201	Kuliana	
202	Kusumi	
203	Suliapada	
204	Samakhunta	
205	Baripada	
206	Raruan	
207	Rasgobindapur,	
208	Thakurmunda	
209	Sukruli	
210	Udala	
211	Bijatola	
212	Jamda	
213	Rairangapur	
214	Tiring	
215	Saraskana	
216	Karangia	
217	Morada	
218	Chandahandi	Nawarangapur
219	Jharigam	
220	Kosagumuda	
221	Nabarangapur	
222	Nandahandi	

223	Raighar	Nawarangapur
224	Umerkote	
225	Dabugaon	
226	Tentulikhunti	
227	Papadahandi	
228	Odogeon	Nayagarh
229	Ranapur	
230	Bhapur	
231	Dasapala	
232	Gania	
233	Khandapada	
234	Nayagarh	
235	Nuagaon	
236	Komna	Nuapada
237	Nuapada	
238	Khariar	
239	Boden	
240	Sinapali	
241	Nimapara	Puri
242	Gop	
243	Satyabadi	
244	Astaranga	
245	Brahmagiri	
246	Delanga	
247	Kanas	
248	Krushnaprasad	
249	Puri	Rayagada
250	Kakatpur	
251	Pipili	
252	Kolnara	
253	Bissam Cuttack	
254	Gunupur	
255	K. Singpur	
256	Muniguda	
257	Padmapur	Sambalpur
258	Ramanaguda	
259	Rayagada	
260	Kashipur	
261	Gudari	
262	Chandrapur	
263	Bamra	
264	Dhankauda	
265	Jamankira	
266	Jujumura	
267	Kuchinda	

268	Maneswar	Sambalpur
269	Naktideuli	
270	Rairakhol	
271	Rengali	
272	Binka	Subarnapur
273	Birmaharajpur	
274	Dunguripali	
275	Sonapur	
276	Tarva	
277	Ullunda	Sundargarh
278	Bargaon	
279	Kutra	
280	Lahunipara	
281	Tangarpali	

282	Lephripara	Sundargarh
283	Sundargarh	
284	Subdega	
285	Lathikata	
286	Bisra	
287	Bonai	
288	Hemagiri	
289	Koira	
290	Ragangapur	
291	Kuanramunda	
292	Balisankara	
293	Gurundia	
294	Nuagaon	