



**INFO TECH CORPORATION OF GOA LTD. (ITG)**  
(A Government of Goa Undertaking)  
(An ISO 9001:2015 & ISO 27001:2013 Certified Company)  
IT Hub, 3<sup>rd</sup> Floor, Altinho,  
Panaji, Goa – 403 001  
Email – itggoa.helpdesk@gmail.com or md-itg.goa@nic.in  
Website – [http:// infotech.goa.gov.in](http://infotech.goa.gov.in)



**NOTICE INVITING TENDER**  
(Electronic mode only)



Info Tech Corporation of Goa Limited (ITG) has published “Expression of Interest for Empanelment and Tie-up with Startup Companies”. (Ref. No. ITG-IT/1126/EOI/ 2025/4069 dated 04.03.2025).

For details please log on to <https://eprocure.goa.gov.in>. All interested bidders are requested to register for the e-Tendering portal of Government of Goa, if not registered and should possess a Digital signature of Class III (Signing & Encryption) for participation. All Corrigendum and Addendum if any to the above e-Tenders shall be published on <https://eprocure.goa.gov.in>.

Sd/-  
(Managing Director)

**Signature Not Verified**

Digitally signed by GAURAV ARVIND NAIK  
Date: 2025.03.06 12:04:46 IST  
Location: Goa





## **TABLE OF CONTENTS**

CHAPTER 1 Project Background.....	5
CHAPTER 2 Tender Data Sheet.....	8
CHAPTER 3 Invitation for Bids (IFB).....	10
CHAPTER 4 Eligibility Criteria & Mandatory Conditions.....	11
CHAPTER 5 Bidding Process .....	17
CHAPTER 6 Scope of Work .....	25
CHAPTER 7 General Terms & Conditions.....	27
CHAPTER 8 Disqualification of Bids .....	37
CHAPTER 9 Selection of Startup Companies.....	38
CHAPTER 10 Escalation Matrix.....	40
CHAPTER 11 Terms of Payment.....	41
CHAPTER 12 Pre Bid Queries Format .....	42
<i>ANNEXURE-1</i> Bid Form .....	43
<i>ANNEXURE-2</i> Bidder Undertaking.....	45
<i>ANNEXURE-3</i> Bidder Undertaking.....	47
<i>ANNEXURE-4</i> Bidder Undertaking.....	50
Procurement from a bidder of a country which shares a land border with India .....	50
<i>ANNEXURE-5</i> Project Experience.....	51
<i>ANNEXURE-6</i> <i>BIDDER UNDERTAKING</i> .....	52
<i>ANNEXURE-5</i> Bidder Undertaking.....	50
<i>ANNEXURE-6</i> Bidder Undertaking.....	51

## **DEFINITIONS & ACRONYMS**

In this EOI document and associated documentation, the following terms shall be interpreted as indicated below:

<b>AMC</b>	Annual Maintenance Contract
<b>Bidder/Agency/ Company/ Tenderer/Vendor</b>	Person/Company who bids against this EOI who will also be the single point of contact responsibility for execution of scope.
<b>Contractor/Supplier</b>	Successful Tenderer / Bidder to whom tender is awarded
<b>Contract/ Empanelment</b>	An undertaking signed by the Vendor against the Tender
<b>Client Organization</b>	Government Department/ Corporation /Institute /Autonomous Body who is taking service form Bidder/agency for various activities of development
<b>DITE&amp;C</b>	Department of Information Technology, Electronics & Communications Goa
<b>EMD</b>	Earnest Money Deposit
<b>GOG</b>	Government of Goa
<b>GOI</b>	Government of India
<b>ITG</b>	Info Tech Corporation of Goa Limited, Goa
<b>IT Infrastructure</b>	All the IT related equipments which includes hardware, software's, networking, etc.
<b>IPR</b>	Intellectual property rights
<b>Meity</b>	Ministry of Electronics and Information Technology
<b>PAN</b>	Permanent Account Number
<b>PBG</b>	Performance Bank Guarantee
<b>Purchaser</b>	Info Tech Corporation of Goa Ltd, Goa
<b>SLA</b>	Service Level Agreement
<b>SRS</b>	Software Requirements Specification
<b>OEM</b>	Original Equipment Manufacturer



## **EXPRESSION OF INTEREST FOR EMPANELMENT AND TIE UP WITH STARTUP COMPANIES**

### **DISCLAIMER**

*This “Expression of interest for empanelment and tie up with startup companies” is issued by Info Tech Corporation of Goa Ltd. (ITG).*

*This EOI is neither an agreement, nor an offer or invitation to perform work of any kind to any Party. The purpose of this EOI is to provide interested parties with information to assist them in the preparation of their Bid.*

*Whilst the information in this EOI has been prepared in good faith, it is not and does not purport to be comprehensive or to have been independently verified. Neither the ITG, nor any of its Officers or Employees accept any liability or responsibility for the accuracy, reasonableness or completeness of, or for any errors, omissions or misstatements, negligent or otherwise, relating to the proposed Project, or makes any representation or warranty, express or implied, with respect to the information contained in this tender or on which this tender is based or with respect to any written or oral information made or to be made available to any of the Recipients or their Professional Advisers and, so far as permitted by law and except in the case of fraudulent misrepresentation by the Party concerned, and liability therefore is hereby expressly disclaimed.*

*The information contained in this EOI is selective and is subject to updating, expansion, revision and amendment at the sole discretion of the ITG. It does not, and does not purport to, contain all the information that a recipient may require for the purposes for making a decision for participation in this process. Neither the ITG nor any of its officers, employees undertakes to provide any Party with access to any additional information or to update the information in this tender or to correct any inaccuracies therein which may become apparent. Each Party must conduct its own analysis of the information contained in this document, to correct any inaccuracies therein and is advised to carry out its own investigation into the proposed Project, the regulatory regime which applies thereto and by and all matters pertinent to the Project and to seek its own professional advice on the legal, financial, regulatory and taxation consequences of entering into any agreement or arrangement relating to the Project.*

*This EOI document may include certain statements, estimates, projections, targets and forecasts with respect to the Project. Such statements, estimates, projections, targets and forecasts reflect various assumptions made by the Management, Officers and Employees of the ITG, which assumptions (and the base information on which they are made) may or may not prove to be correct. No representation or warranty is given as to the reasonableness of forecasts or the assumptions on which they may be based and nothing in this tender is, or shall be relied on as, a promise, representation or warranty.*

## **CHAPTER 1 Project Background**

### **INTRODUCTION:**

INFO TECH CORPORATION OF GOA LTD. (ITG), an ISO 9001:2015 and ISO 27001: 2022 Certified Organization, has been set up by the Government of Goa to promote overall growth of the state's economy through the use of Information Technology.

ITG under the control of the Department of Information Technology, Electronics & Telecommunication (DITE&C), Govt. of Goa, has been providing various IT services to the Government Departments/Institutions/Organizations in the State of Goa and has setup the required IT Infrastructure for the use of e-Governance Application, etc in their respective offices with an aim towards creating an e-citizen for all transactions and for making Goa as an “Intelligent State”. ITG is also assisting/catering to the needs of various Goa Govt. Departments for management of IT Infrastructure. ITG undertakes the works of facilitating IT infrastructure under IT facility management services wherein it provides various type of IT services to the Government Bodies throughout the state of Goa. The projects under-taken also works as revenue generating model to ITG.

ITG currently intends to float EOI for Empanelment & Strategic Tie-up with Indian Startup Companies in the various technological field of IT Category so as to explore to expand revenue generation models for ITG.

The objective extending ITGs market share into various technology offerings (such as technologies like health-tech, edu-tech, fintech mobility, IOT, robotics, AL, ML, Deep data, clean energy and other technology driven) and building up its formidable presence in various industries areas like ICT, e-Governance, smart cities, mobility, Integrated command and control center, security and surveillance, Intelligent traffic management, waste management etc. in order to fulfill its objective of multi-fold growth in its turnover and profitability. It is realized that such initiative would need an effective alliance with Startup firms working in various field/new technologies areas to cross leverage respective strengths, for mutual business benefits. For the same an appropriate expression of interest (EoI) may sought from the eligible Start up organizations for entering into suitable business alliance. Post empanelment of partners, ITG will share suitable business opportunities with select partners for working in the appropriate model.

An entity shall be considered as a startup upto a period of 10 years from the date of incorporation/ registration.



## ***EXPRESSION OF INTEREST FOR EMPANELMENT AND TIE UP WITH STARTUP COMPANIES***

---

Startups that wish to be empaneled with ITG, expected to fulfill several responsibilities and demonstrate specific capabilities which includes:

- **Technical Response:** Provide a technical response within the project timeline, including technical capability, man-hours, and other relevant details.
- **Product and Service Updates:** Keep ITG updated on any changes to the product or service portfolio (additions, terminations, or modifications).
- **Product Demonstration:** Provide product demonstrations to ITG or the clients.
- **Project Support:** Assist ITG in the implementation of the project as per the agreement.
- **Business Opportunities:** Share leads for potential business opportunities with ITG. Additionally, provide pre-sales support, especially in responding to RFPs and limited tenders.
- **Quotation Response:** Respond to each request for quotation raised by ITG within the stipulated time frame.
- **Tender Preparation Assistance:** Support ITG in preparing the tender response (both technical and commercial aspects).
- **Manufacturer Authorization:** Provide Manufacturer Authorization Forms (MAF) in the required format for ITG.
- **Product Availability and Pricing:** Share product details, including pricing, and ensure the best price is provided to ITG at the time of tender or RFP submission.
- **Technical Compliance:** Ensure that all technical requirements are met for the relevant projects.
- **Non-Disclosure Agreement (NDA):** Sign an NDA with ITG as required on a case-by-case basis
- **EMD and Performance Security:** Submit Earnest Money Deposit (EMD), performance security on the project requirements.

In this Expression of Interest (EOI), the primary role of ITG, is to act as the primary facilitator and coordinator for empaneling Indian startup companies across various technological fields. ITG will be the monitoring agency for the entire project period. During this tenure, ITG will monitor the development from time to time and accordingly release the payment in parts to the



## ***EXPRESSION OF INTEREST FOR EMPANELMENT AND TIE UP WITH STARTUP COMPANIES***

---

selected enlisted agency based on the sign off received from the Client department and payment schedule. Once startups are empaneled, ITG will share business opportunities and collaborate with the startups on projects. ITG is responsible for ensuring compliance with the terms and conditions of the empanelment, coordinating project implementations, and ensuring startups meet technical and commercial requirements for specific tenders or bids. Additionally, ITG facilitates the interaction between the startups and end-clients, ensuring smooth execution of projects for mutual business benefits.



## CHAPTER 2 Tender Data Sheet

**(Electronic mode only)**

No.: ITG-IT/1092/EOI-EMP/2024-25/4069 Date: 04/03/2025

Bids are invited by Info Tech Corporation of Goa Ltd. (ITG) in single bids – Eligibility cum Technical bid from Indian Startup Companies in the various technological field of IT Category who fulfill the eligibility criteria and having sufficient infrastructure, manpower and enough experience:

Sr No	Item	Particulars
1	Description of the work	<i>Expression of Interest for Empanelment and Tie up with Startup Companies</i>
2	Mode of Tendering	e-Tendering
3	E-Tendering Website	<a href="https://eprocure.goa.gov.in">https://eprocure.goa.gov.in</a>
4	Tender Document Fee (TDF)	<b>Rs 200/-</b> Rupees Two Hundred only . <b>(Non-Refundable)</b>
5	Tender Processing Fee (TPF)	<b>Rs 3,000/-</b> Rupees Three Thousand only. <b>(Non-Refundable)</b>
6	Earnest Money Deposit (EMD)	<b>Rs. 500/-</b> Rupees Five Hundred only. <b>(Non-Refundable)</b>
7	Validity for EMD/Security Deposit	<b>180 days</b> from bid submission date
8	Mode of Payment towards Tender Document & Processing Fees and EMD	To be paid online through e-payment mode via NEFT/RTGS/NET-BANKING facility with pre-printed challans available on e-tendering website and directly credit the amount to ITG account as generated by challan and upload the scanned copy of NEFT/RTGS/ NET-BANKING challan along with the bid.
9	Last Date and Time for request of Tender Document	04/03/2025 to 27/04/2025 (upto15.00hrs)
10	Last Date & Time for submission Pre-bid Queries via email.	13/03/2025 (up to 15.00hrs)
11	Date and Time for Pre-bid Meeting	17/03/2025 (at 15.30hrs)
12	Last Date and Time for reply to Pre-Bid clarifications	19/03/2025 (up to 23.59 hrs)



## **EXPRESSION OF INTEREST FOR EMPANELMENT AND TIE UP WITH STARTUP COMPANIES**

13	Last Date and Time for Online submission of bids	27/03/2025 (up to 15.00hrs)
14	Date and Time for opening of Eligibility bids	28/03/2025 (at 15.30hrs)

Bids not conforming to the requirements mentioned above and as laid down in the terms and conditions or not accompanied by Fees/Deposits in the form prescribed at the time of opening of the eligibility cum technical bid are liable to be summarily rejected. The decision of The Managing Director, Info Tech Corporation of Goa Ltd, for purpose of Eligibility Qualification shall be final and binding to all the tenderers/bidders.

- a. The Bidder is expected to carefully examine the terms & conditions of the EOI. Failure to furnish all information required in the EOI or submission of a bid not substantially responsive to the EOI in every respect will be at the Bidder's risk and may result in the rejection of the bid.
- b. The Bidder shall use the electronic mode of tendering using the website <https://eprocure.goa.gov.int> to submit bids for the item given in the tender.
- c. Late submission of bids is not permitted by the e-Tendering System.
- d. Last minute submission of bids should be avoided. As such, ITG will not be responsible for any failures in submission of bids on time.
- e. Incomplete or Conditional bids will be summarily rejected.
- f. Bidders should possess a valid Class III Digital Signature (Signing & Encryption) issued by a Licensed Certifying Authority for bidding through the e-Tender system.

For any of the assistance regarding participation in the e-Tender contact helpdesk no. 7972871944, 7972854213, 7822039673.

For and on behalf of Info Tech Corporation  
of Goa Ltd  
Sd/-  
**Managing Director**

## **CHAPTER 3 Invitation for Bids (IFB)**

1. Info Tech Corporation of Goa Ltd (ITG) invites Eligibility cum Technical bid for Empanelment & Strategic Tie-up with Indian Startup Companies in the various technological field of IT who fulfill the eligibility criteria and having sufficient infrastructure, manpower and enough experience in relevant field in a single bidding system. Bidders should submit the proposal on the <https://eprocure.goa.gov.in>
2. Bidders should go through the website <https://eprocure.goa.gov.in> for understanding the e-Tendering process and to know the process for submitting the electronic bids at the website.
3. Bidders need to have a Class-III Category Digital Signature (Signing & Encryption) issued by a licensed Certifying Authority (CA) for e-Tendering Portal.
4. Complete bid document terms and conditions and tender form containing all the details have been published on the <https://eprocure.goa.gov.in>. The bid documents can be downloaded from <https://eprocure.goa.gov.in> on payment of the required Tender Document Fee and Tender Processing Fee online.
5. The Bids can be submitted up to date and time given in tender Data Sheet.
6. Bids would be considered only in the prescribed form/ document. Bids not submitted in prescribed format will be summarily rejected.
7. The Eligibility Bid cum Technical bid will be opened as per schedule in Data Sheet and in the presence of bidder or any of its representatives. The bidders who qualify in the Eligibility cum Technical evaluation process shall only be considered for empanelment.
8. No contractual obligation whatsoever shall arise from the Tender Document / bidding process unless and until a formal contract is signed and executed between the tendering authority and the successful bidder.
9. Info Tech Corporation of Goa Ltd disclaims any factual/ or any other errors in this document (the onus is purely on the individual bidders to verify such information) and the information provided herein are intended only to help the bidders to prepare a logical bid-proposal.

## CHAPTER 4 Eligibility Criteria & Mandatory Conditions

The bidder must fulfill the following eligibility conditions and must also submit documentary evidence in support of fulfilling these conditions while submitting the Technical cum Eligibility Bid. The scanned copy/copies of these documents should be uploaded on the e-Tendering website during submission of bids before its last date. Failure to comply with these requirements may result in the bid being rejected.

**Note:** Bidders should read these conditions carefully and comply strictly while sending/submitting their Bids.

### **4.1 ELIGIBILITY CRITERIA**

Sr. No	Clause	Documents required
1.	<p><b><u>Startup Registration:</u></b></p> <p>Bidder should be a "Startup Company" as per the Start-up Policy 2021 (amended) of Department of Information Technology, Electronics &amp; Communications, Government of Goa or Gazette Notification G.S.R. 127(E) Provision dated 19.02.2019 (as amended) of Department for Promotion of Industry and Internal Trade (DPIIT), Government of India.</p>	<p>Valid documentary proof of: Registration Certificate (As startup company) issued by Department of Information Technology, Electronics &amp; Communications or Department for Promotion of Industry and Internal Trade (DPIIT), certified by Start-up Director/Partner.</p> <p><i>(upload and save document as 'Document A')</i></p>
2.	<p><b><u>Bidder Turnover(if any):</u></b></p> <p>Turnover of the entity for any of the financial year since incorporation / registration should not exceeded 100 Crore Rupees.</p>	<p>Valid documentary proof of: - Copies of Audited Account Statement or CA Certificate upto last 10 financial year/s during the existence of the company.</p> <p><i>(upload and save document as 'Document B')</i></p>

3.	<p><b><u>Bid Form:</u></b></p>	<p>Valid documentary proof of: As per attached Annexure-1. <i>upload and save document as 'Document C'</i></p>
4.	<p><b><u>Mandatory Undertaking:</u></b> A self-certified letter by the authorized signatory of the Bidder that:</p> <p>a) not be insolvent, in receivership, bankrupt or being wound up, not have its affairs administered by a court or a judicial officer, not have its business activities suspended and must not be the subject of legal proceedings for any of the foregoing reasons at the time of issue of tender document for last three years; or</p> <p>b) not been blacklisted by any Central / State Government and should not be convicted of a criminal offence by any competent court of law or should not have any pending cases filed against any Client or</p> <p>c) not be suspended/Terminated on account of non performance and/or defective/ dissatisfactory performance of contract in similar work at the time of issue of tender document for last three years.</p> <p>comply with the code of integrity as specified in the bidding document</p>	<p>Valid documentary proof of: As per attached Annexure-2 (Bidders Undertaking) (upload and save document as 'Document D')</p>
5.	<p><b><u>Selection of Category of Empanelment:</u></b> Bidder must select and submit the categories as indicated in <b>TABLE-A</b></p>	<p>Valid documentary proof of: As per attached Annexure-3 (Bidders Undertaking)  <i>(upload and save document as 'Document E')</i></p>
6.	<p><b><u>Procurement Undertaking for Outside Country:</u></b>  Procurement from a bidder of a country which shares a land border with India</p>	<p>Valid documentary proof of: As per format attached in Annexure 4.  <i>(upload and save document as 'Document F')</i></p>

7.	<p><b><u>Project Experience (If any):</u></b></p>	<p>Valid documentary proof of: As per attached Annexure-5.</p> <p><i>upload and save document as 'Document G'</i></p>
8.	<p><b><u>Class under Make in India:</u></b></p> <p>As per GOI Order No. P-45021/2/2017- PP(BE-II), dated 16-09-2020 for Make in India Class I/Class II only are eligible to bid for this EOI</p>	<p>Valid documentary proof of: Mandatory Undertaking for Purchase Preference to MAKE In INDIA need to be submitted. Along with the calculation of local content as per format attached in Annexure 6.</p> <p><i>(upload and save document as 'Document H')</i></p>
9.	<p><b><u>Legal Entity:</u></b></p> <p>The bidder should be an Indian Company registered as a private limited company (as defined in companies act 2013) or registered as partnership firm (registered under section 59 of partnership act 1932) or a limited liability partnership (under the limited liability partnership act 2008) in India.</p>	<p>Valid documentary proof of: Copy of Certificate of Incorporation.</p> <p><i>(upload and save document as 'Document I')</i></p>
10.	<p><b><u>Statutory Registrations:</u></b></p> <p>The bidder should have a valid PAN (if available) and GST (if available) Registration.</p>	<p>Valid documentary proof of: Copy of PAN card and/or GST Registration certificate.</p> <p><i>(upload and save document as 'Document J')</i></p>
11.	<p><b><u>Bidder's Authenticity Declaration</u></b></p> <p>The bidder should give an undertaking on the company's letter head that all the documents/certificates/information submitted by them against this EOI are genuine</p>	<p>Valid documentary proof of:  <i>(upload and save document as 'Document K')</i></p>

**Note:**

- a) Bid by Consortium is not allowed.

- b) ITG may further seek Solvency certificate (to be issued by bank) from bidder/empanelled startup if required.
- c) In case any of the documents/certificates/information submitted by the bidder is found to be false or forged, ITG shall immediately reject the bid of such bidder(s) or cancel/terminate the contract and forfeit bid security / Performance Security submitted by the bidder and debar them from participation in future EOIs/tenders of ITG for a period upto 2 years.
- d) Any additional criterias may be added based on the need of the specific project.
- e) ITG shall float financial bid with scope of work, etc. within empanelled startups as per the requirement with mention of appropriate method of selection.

**INDICATIVE CATEGORIES FOR EMPANELMENT**

*The following list is indicative of the categories for which ITG desires to empanel organizations. Bidders may apply for tie-up on one or more product category.*

<b>Table A</b>				
<b>S.No.</b>	<b>Area</b>	<b>Class I Local Supplier</b>	<b>Class II Local Supplier</b>	<b>NonLocal Supplier</b>
1.	Startups related in the IT/Cyber Securities/ Quantum Technology/ Nano-Technology, Wireless etc.			
2.	Startups related in thee-Governance(ICT)& other areas			
3.	Startups related in the ICT Security Solutions i.e. Data Centre, Security Operation Centre(SOC), Cloud Computing, Command &Control Centre etc.			
4.	Startups related in the New Technology areas such as Artificial Intelligence (AI),Machine Learning (ML),IOT, Block chain, etc.			
5.	Startups working in Smart Cities solutions			
6.	Startups working in billing system (Electricmeter, Watermeter, Gasmeteretc.)			

7.	Startups working in e-education, e-Learning, smart class rooms, Virtual class rooms etc.			
8.	Startups working inE-Health Solution, Tele-medicine solution.			
9.	Startups working in e-districts, e-citizen services, Land Mapping System, etc.			
10.	Startup working in GIS, Remote Sensing etc.			
11.	Startups working in CCTV, Audio-Video Solution including Video Management System (VMS) & Video Analytics (VA)			
12.	Hospital Management Information System(HMIS), University Management Information System, including ERP solution			
13.	Startup working in Renewable/Green Energy solutions(Solar, Hydro, Wind, Hydrogen etc.)			
14.	Startup working in Media related works			
15.	Startup working in Asset/Inventory management			
16.	Startups working in Environmental Control and Conservation (Air/ Water Purification etc)			
17.	Startup working in Construction of low cost building			
18.	Startup working in Drone / Anti-Drone Systems			
19.	Startup working in Manpower/Resource Deployment, Skill development and training, Project Management, Cyber Security, etc.			
20.	Startup working in setting up Call Center, Help Desk etc.			
21.	Startup working in Online Examination System			
22.	Startup working in Web-hosting / Web – portal development			



23.	Startup working in e-office / office Automation / Document Management System / Digitization of Records/ Data Migration			
24.	Startup working in Fin-Tech Areas etc			
25.	Startup working in Smart Storage Solutions			
26.	Startup working in IT Initiatives for conduct of Elections within norms of Election Commission of India.			
27.	Any other area (Focus area of IT or areas of interest of ITG)			

## CHAPTER 5 Bidding Process

Following specifies the procedures that would regulate the overall bidding process.

### 1. Preparation of Bidding Document:

- a. The download of bidding document shall commence as specified in Data Sheet and shall be stopped as specified in Data Sheet. The complete bidding document is also placed on the websites as specified in the Data Sheet. The prospective bidders are permitted to download the bid document from the e-Tendering portal but must pay the cost of tender/bidding document and e-Tender processing fee while submitting the bids to ITG.

Bidders are advised to study all instructions, forms, terms, requirements and other information in the tender document carefully. Submission of bid shall be deemed to have been done after careful study and examination of the tender document with full understanding of its implications.

All the tenders are to be submitted in electronic mode only. The e-Tendering portal will not accept any tender submitted after the deadline for submission of Tenders prescribed by the Purchaser.

### b. Earnest Money Deposit (EMD):

- i. Every bidder, participating in the bid must furnish the earnest money deposit as specified in the Notice Inviting Tender (NIT).
- ii. The EMD shall be denominated in Indian Rupees only. No interest will be payable to the bidder on the amount of the EMD.
- iii. The EMD shall be submitted by the bidder who is applying for the tender. EMD in the name of any other firm/person other than the bidder who is applying for the tender shall not be accepted.
- iv. **Form of EMD:** Bidders shall submit, an Earnest Money Deposit (E.M.D.) of **Rs. 500/- (Rupees Five Hundred only)** which is non-refundable. The EMD has to be paid online before the last date and time for online submission of bids as given in the EOI.
- v. **No exemption in EMD is allowed.**
- vi. **Forfeiture of EMD:** The EMD taken from the bidder shall be forfeited in the following cases:-

- If the bidder withdraws or modifies his bid proposal after opening of bids or during the period of bid validity or its extended period, if any; or
- In the case of a successful bidder if the bidder fails to sign the contract for any reason not attributable to the InfoTech Corporation of Goa Ltd. (ITG), Goa.
- During the bid process, if a bidder indulges in any such deliberate act as would jeopardize or unnecessarily delay the process of bid evaluation and finalization.
- During the bid process, if any information found wrong / manipulated / hidden in the bid.
- EMD submitted in a different name other than the bidder who is applying in the tender.

### **2. Amendment of Bidding Document:**

- a. At any time prior to the deadline for submission of the Bids, the tendering authority may amend the Bidding document by issuing Corrigendum/ Addendum.
- b. Any Corrigendum/ Addendum issued shall be a part of the Bidding document.
- c. To give prospective Bidders reasonable time in which to take a Corrigendum/ Addendum into account in preparing their Bids, the tendering authority may, at its discretion, extend the deadline for the submission of the Bids.
- d. Any change in date of submission and opening of bids would be communicated in appropriate manner including the websites mentioned in the EOI.

### **3. Submission and Opening of Bids:**

- a. The bidder is responsible for all costs incurred in connection with participation in this 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 ITG to facilitate the evaluation process, and in negotiating a definitive contract or all such activities related to

the bid process. InfoTech Corporation of Ltd. will be in no case responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

**b. Language of Bids:** The Bid prepared & submitted by the Bidder and all subsequent correspondence and documents related to the bid and as submitted by the bidder, shall be written only in English language. Also, any printed literature furnished by the Bidder written in other language (other than English/ Hindi) must be accompanied by an English/ Hindi translation in which case, for purposes of interpretation of the bid, the appropriate translation by the Purchaser shall govern.

**c. Documents comprising the Bid:**

i. The bidder should ensure that all the required documents, as mentioned in the bidding document, are uploaded. Non submission of the required documents or submission of the documents in a different format/ contents may lead to the rejections of the bid/ proposal submitted by the bidder.

ii. Wherever applicable, the bidding form must be completed without any alterations to its format, and no substitutes shall be accepted. All blank spaces shall be filled in with the information requested.

iii. The contents of bid are listed below.

I. Eligibility cum Technical Bid:

a) The Eligibility Proposal should contain documents as listed in various Chapters & Annexure of this bid document.

**d. Alternative Bids:** Alternative bids shall not be considered at all.

**e. Validity of Empanelment Tender & Commercials:** It has been noticed that, in the IT industry, the IT SERVICE charges keeps on changing from time to time. However, in order to provide services smoothly to the Department/ Organization/ Institutions/ Corporations/ Autonomous Bodies and at the same time to give some breathing space to the empanelled startup companies so as to give good services & support the following may be noted:

i. The selected startup companies will be on ITG empanelled list, which shall be valid for a period of **two (02) years** from the date of finalizing / approval of Empanelled list of startup companies. On exceptional circumstances, ITG may request the Bidder to extend the bid validity on mutually agreed terms.

**f. Deadline for submission of Bids:**

- i.** Bids must be submitted on the website <https://eprocure.goa.gov.inno> later than the date and time indicated in the datasheet.
- ii.** Normally, the date of submission and opening of bids would not be extended. However, in exceptional circumstances or when the bidding document is required and the time with the prospective bidders for preparation of bids appears insufficient, the date may be extended by the tendering authority and due publicity to such change in date of opening of bids would be given. In such cases, it would be ensured that after issue of corrigendum, reasonable time is available to the bidders to prepare and submit their bids. Any change in date of submission and opening of bids would also be placed on the respective websites immediately. However, if the modifications in bidding document, specifications of service are substantial, fresh publication of original bid inquiry may also be issued.
- iii.** The tendering authority (ITG) may, at its discretion, extend the deadline for the submission of bids by amending the bidding document, in which case all rights and obligations of the tendering authority and bidders previously subject to the deadline shall thereafter would be subject to the deadline as extended.

**g. Delayed / Late Bids:**

- i.** Bids must be submitted in electronic mode only. The e-Tendering portal will not accept any bid submitted after the deadline as indicated in the EOI.
- ii.** Towards the end of the deadline time, the e-Tendering portal server is likely to get jammed due to the heavy flow of traffic on the server. Hence, all the Bidders participating in the tender are requested to submit the bids well in advance before the deadline time period as indicated in the EOI.

**h. Withdrawal, Substitution, and Modification of Bids:** A Bidder may withdraw, substitute, or modify its bid after it has been submitted before the deadline prescribed for submission of bids as per the e-tendering process.

**i. Bid Opening:**

- i.** The designated Technical Committee will perform the bid opening, which is a critical event in the bidding process.
- ii.** The tendering authority shall conduct the bid opening at the date and time specified in the datasheet.
- iii.** All the bids received up to the specified time and date shall be opened by the members of the designated Committee after entering their corresponding credentials (login id and digital signatures) in the website <https://eprocure.goa.gov.in>.
- iv.** The tendering authority shall download all the documents submitted by the tenderer / bidder and place the same in the presence of bidder or his/her authorized representative who choose to attend at the date and time specified in the datasheet. The representatives of the bidders are advised to carry the identity card or a letter of authority from the tendering firms to identify their bonafides for attending the opening of the proposal. The bidder's representatives who are present shall sign the attendance register present.

**5. Bid Evaluation:**

**a. Evaluation of Bids:**

- i.** The tendering authority shall evaluate each bid that has been determined, up to the stage of the evaluation, to be responsive.
- ii.** To evaluate a bid, the tendering authority shall use all the criteria and methodologies defined in the bidding document.
- iii.** The eligibility evaluation shall be completed by the designated Committee as early as possible after opening of eligibility cum Technical bid.
- iv.** The bidders which could not qualify in eligibility evaluation will be informed about this fact.

**b. Guiding Principle for Evaluation of Bids:**

- i.** The tendering authority shall determine to its satisfaction whether the bidder that is selected as having submitted the best and responsive bid is qualified to perform the Contract satisfactorily.

- ii. The determination shall be based upon the examination of the documentary evidence of the bidder's qualifications submitted by the bidder.
  - iii. An affirmative determination shall be a prerequisite for selection of the bidder to be empanelled and a negative determination shall result in disqualification of the bid.
  - iv. The tendering authority/ tender evaluation committee, in observance of best practices, shall: -
    - Maintain the bid evaluation process strictly confidential.
    - Reject any attempts or pressures to distort the outcome of the evaluation, including fraud and corruption.
    - Strictly apply only and all of the evaluation and qualification criteria specified in the bidding document.
- c. Evaluation criteria
- i. Evaluation will be based on the company eligibility mentioned in this EOI, and product/ technologies offered in the business area. Bidders may be asked to demonstrate their minimum viable product during evaluation process
  - ii. As financial eligibility criteria are waived off hence evaluation shall be based on innovative technology, product, and services having potential to generate substantial business opportunity for ITG, for that the presentation by bidder is to be given during evaluation. The marking system will be as follow for a bidder to get empanelled it has to score minimum 60 marks out of 100.

<b>S.No</b>	<b>Description</b>	<b>Maximum marks allotted</b>
1.	Technology Innovativeness and Business Prospect of Product/ Services a. If the product/service has been demonstrated for Proof of Concept(POC) / Work Order with related completion Certificate b. Product/Service process innovation- Significant improved features or delivery methods c. User Experience – Simplicity and ease of use d. Social Impact – Eco friendly and energy efficient	45
2.	Potential to generate Business for ITG, leveraging the product/Technology/Services	25

3.	Registered as startup under SITPC, Government of Goa	10
4.	Commercialization of product/services	20
	<b>Total Marks</b>	<b>100</b>

**d. Confidentiality:**

- i. Information relating to the examination, evaluation, comparison, and post qualification of bids, and recommendation, shall not be disclosed to bidders or any other persons not officially concerned with such process until publication of the Empanelled list.
- ii. All materials submitted by the bidder becomes the property of InfoTech Corporation of Ltd. and may be returned at its sole discretion, provided, any materials which are identified as “Proprietary and Confidential Material of Bidder” shall remain the property of such bidder and the ITG will maintain confidentiality of such materials.
- iii. Any attempt by a bidder to influence the tendering authority or other officials in the examination, evaluation, comparison, and post qualification of the bids may result in the rejection of his bid.
- iv. From the time of bid opening to the time of publication of the Empanelled list, if any bidder wishes to contact the tendering authority on any matter related to the bidding process, he is allowed to do so only in writing.

**e. Clarification of Bids**

- i. To assist in the examination, evaluation, comparison and post qualification of the bids, the tendering authority committee may, at its discretion, ask any bidder for a clarification of his bid. The tendering authority's request for clarification and the response shall be in writing.
- ii. Any clarification submitted by a bidder with regard to his bid that is not in response to a request by the tendering authority shall not be considered.

**f. Determination of Responsiveness:**

- i. The tendering authority's determination of the responsiveness of a bid would be based on the contents of the bid itself.



- ii. A responsive bid would be the one that meets the requirements of the bidding document without material deviation, reservation, or omission where: -
- "Deviation" is a departure from the requirements specified in the bidding document;
  - "Reservation" is the setting of limiting conditions or withholding from complete acceptance of the requirements specified in the bidding document; and
  - "Omission" is the failure to submit part or all of the information or documentation required in the bidding document.
- iii. The tendering authority shall examine the technical aspects of the bid in particular, to confirm that all requirements of bidding document have been met without any material deviation or reservation.
- g. Non-material Non-conformities:**
- i. Provided that a bid is responsive, the tendering authority may waive any nonconformity in the bid that does not constitute a material deviation, reservation or omission.
- ii. Provided that a bid is responsive, the tendering authority may request that the bidder submit the necessary information or documentation, within a reasonable period of time, to rectify nonmaterial nonconformities. Requesting information or documentation on such nonconformities shall not be related to any aspect of the price of the bid. Failure of the bidder to comply with the request may result in the rejection of its bid.
- h. Tendering authority's Right to Accept/ Reject any or all of the Bids:** The tendering authority reserves the right to accept or reject any bid, and to annul (cancel) the bidding process and reject all Bids at any time prior to publication of the empanelled list, without thereby incurring any liability to the bidder or bidders or any obligation to inform the affected bidder or bidders of the grounds for the Purchasers action.

## **CHAPTER 6 Scope of Work**

ITG intends for floating Expression of Interest (EOI) for Empanelment & Strategic Tie-up with Indian Startup Companies. This open EOI intends to empanel Indian Startup Companies in the various technological field of IT Category in which ITG shall pursue the business opportunities. Startup shall be empanelled and categorized on the basis of nature of business and financial, technical & organizational Strength. The bidders are advised to study this tender document carefully, before submitting their proposals in response to the tender Notice. The submission of a proposal in response to this notice shall be deemed to have been done after careful study and examination of this document with full understanding of its terms, conditions and implications.

### **Brief Scope of Work**

The empanelment of startup up will be for key identified areas/categories as in indicated in TABLE-A of Chapter Eligibility Criteria & Mandatory Conditions. For each project for which ITG is responsible, the following activities (tentative and not limited to) are required to be carried out by the agencies.

- The empaneled startup companies or partners are expected to provide technical responses within the project timeline, keep ITG updated on their product and service portfolio, and conduct product demonstrations.
- They must support ITG in project implementation and adhere to agreed terms throughout the empanelment period. Additionally, they are required to share potential business leads, respond to ITG's requests for quotations, assist in tender preparation, and provide Manufacturer Authorization Forms (MAF) when needed.
- The partners must ensure technical compliance and supply details on available products and pricing, offering the best possible rates for ITG tenders.
- They should also provide network architecture designs as per client requirements, if required.
- Co-ordination and reporting of the field level activities at Client Organization that may be carried out time to time.



## ***EXPRESSION OF INTEREST FOR EMPANELMENT AND TIE UP WITH STARTUP COMPANIES***

---

- Provide local technical support to the team on multiple projects and represent the face of ITG/Client Organization to the local offices across state.
- Sharing of progress report, MIS on every fortnight/monthly or as per instruction to the ITG/Client Organization.
- Provide support in any work/s provided by ITG/Client Organization. All other information (including but not limited to documents, records and Agreements) relating to the services reasonably necessary to enable Purchaser, to carry out due diligence in order to transition the provision of the Services to Purchaser.
- If additional work is required beyond the Scope of Work specified in the Contract, estimated periods of engagement of the personnel set forth may be increased by mutual agreement in writing between the Selected Agency and the Purchaser.
- The successful Selected Agency shall work out the modalities of yearly assessment and review of the organization along with ITG. The actual process and procedure will be worked out and mutually agreed during the first three months of the engagement.

## **CHAPTER 7 General Terms & Conditions**

1. The startup company should clearly specify that they agree to abide the conditions laid by ITG along with Client Organization for execution of job/project on their printed letter head.
2. The Client Organizations will not be answerable for the terms and conditions of employment of the staff engaged by the selected agency. The agency will ensure that the staff engaged is disciplined and maintains full decorum while on work. The names of the persons deployed by the agency at the Client Organization shall be intimated to the Client Organization as well as ITG and the agency will be responsible for any mishap, theft, loss and misbehavior, happening because of the staff deployed by them.
3. The selected startup company may carry out project implementation activities during working hours on all business days at the designated Client location. If the agency intends to work on holidays or outside regular hours, prior written permission must be obtained from the Client Organization.
4. Continuance of the contract shall be subject to satisfactory performance of the agency and it may be cancelled at any time without assigning any reason for the same. The decision of the ITG authorities in this regard shall be final and binding to the agency.
5. The Startup Company will ensure that the space provided to it by the Client Organization is not misused in any manner.
6. The Startup Company must not at any time perform or implement any work/project/process of any other outside party within the premises of the Client Organization.
7. For a particular Client Organization, the contract for completion of work will be valid as mentioned in work order and will start from the date of acceptance by the agency. The agency requires to complete the work within a stipulated period in the first instance. It may be extended for a further period depending on mutual collaboration with Client Organization and need for continuity of the project.
8. The selected Startup Company will have to sign/execute a Non-Disclosure Agreement (NDA) / Memorandum of Understanding with ITG for carrying out the work after acceptance of work order for particular owner Client organization.

9. In the event of termination of Contract, ITG shall be entitled to forfeit the security deposit/performance bank guarantee either in full or in part apart from taking such legal remedies as are available in law.
10. Demonstration of implementation project of the entire process of technically qualified Bidders may be taken, if required by ITG at any stage of tendering.
11. The tender can be terminated any time during the validity period. The decision of Managing Director (ITG) in this regards will be final and binding.
12. If the terms and conditions mentioned in the tender are contradicting the terms and conditions appearing elsewhere, then it shall be at the discretion of the Managing Director, ITG to choose the over-riding terms and conditions. In any case, the decision of the Managing Director, ITG shall be final and binding on all parties concerned.
13. A limited tender will be floated for a specific project among the startup companies within the selected categories, aiming to choose the L1 bidder.

**Other Terms and Conditions:**

1. Bid security (earnest money deposit)
  - a. The bidders shall sign a Bid Security Declaration accepting that if they withdraw or modify their bids during the period of validity etc., they will be suspended for the time specified in the EOI document.
2. Clarification from bidders
  - a. The queries may be asked from bidders for submitting shortfall to be submitted within specified date and time. Also, every document submitted against following queries should be signed by the person authorized as per Authorization Letter / Board Resolution submitted by bidder against tender, without which the documents will not be accepted as valid.
3. **Contacting Empanelment Processing Authority:**
  - a. Startup Company shall not make any attempts to establish unsolicited and unauthorized contact with the Empanelment Processing Committee and any attempt by any agency to bring extraneous pressures on the Empanelment Processing Committee and / or the Officials of ITG shall be the sufficient reason to disqualify the agency.

- b. Notwithstanding anything mentioned above, the Empanelment Processing Committee may seek bonafide clarifications from agency's relating to the applications submitted by them during the evaluation of documents.
4. **Force Majeure:** Neither ITG nor the enlisted agency shall be liable to the other for any delay or failure in the performance of their respective obligations due to causes or contingencies beyond their reasonable control such as:
- a. Any act of God such as lighting, earthquake, landslide, etc or other events of natural disaster of rare severity.
  - b. Meteorites or objects falling from aircraft or other aerial devices, travelling at high speeds.
  - c. Act of war (whether declared or undeclared), threat of war, invasion, armed conflict or act of foreign enemy.
5. **Execution of Work:**
- a. **Acceptance of Approval and Withdrawals:** The final acceptance of the applications is entirely vested with ITG who reserves the right to accept or reject any or all of the applications in full or in parts without assigning any reasons whatsoever. ITG may also reject all the applications for reasons such as change in Scope, court orders, calamities or any other unforeseen circumstance. After acceptance of the applications by ITG, the approved agency shall have no right to withdraw his application.
  - b. **Contract Signing:** On approval of the scrutiny report of ITG, a Contract will be signed between the agency and ITG specifying the requirement of the standards to be followed while executing works/project.
  - c. **Payment of Security Deposit (SD)**
    - i. The empanelled startup company will be required to remit the Security Deposit (SD) equivalent 3% of the allotted work order value which will be worked out along with the work order issued by the ITG to the empanelled agency in the form of Performance Security may be furnished in the form of an Account payee Demand Draft, Fixed Deposit Receipt from a Commercial bank and Bank Guarantee from a Commercial bank. The SD shall be paid within 15 days from

the date of signing of contract by ITG or acceptance of work order. The Security Deposit will be refunded to the empanelled agency only after the satisfactory completion of the contract period or extension of the period, if any. The Security Deposit held by ITG till it is refunded to the empanelled agency will not earn any interest thereof.

- ii. If the empanelled startup company fails to act upon the empanelment process conditions or backs out from the contract or does not execute the job as per the Terms and Conditions of the empanelment process, the SD will be forfeited to ITG.

#### **d. Execution of Contract**

- i. The empanelled startup company should execute a contract long with non-disclosure agreement (NDA) in non-judicial stamp Paper bought in Goa in the name of the agency within 15 days from the date of signing of contract by ITG with such changes/modifications as may be indicated at the time of execution on receipt of confirmation from ITG.
  - ii. The empanelled startup company shall not assign or terminate the contract, the benefits or burden thereof to any other person or persons or body corporate for the execution of the contract or any part thereof without the prior written consent of ITG. ITG reserves its right to cancel the work order either in part or full, if this condition is violated. If the empanelled startup company fails to execute the contract, the amount deposited by the empanelled startup company will be forfeited and their application will be held as non- responsive.
  - iii. The expenses relating to the execution of the contract should be borne in by the empanelled agency.
  - iv. The conditions stipulated in the contract should be strictly adhered to and violation of any of the conditions will entail termination of the contract without prejudice to the rights of ITG. ITG shall also have the right to recover any consequential losses from the empanelled agency.
- e. Release of SD:** The Security Deposit will be refunded to the empanelled startup company on completion of the project period of work allotted subject to satisfaction of ITG after getting recommendations from the concerned Client Organization of

completed works. Such completion would be arrived at when the entire project is completed by the empanelled agencies as per the Contract Agreement and as per Work Order(s) issued by ITG from time to time and on completion of the maintenance period.

**f. Forfeiture of SD:** If the empanelled agency fails to act upon to the empanelment process conditions or backs out from the contract or does not execute the job as per Terms and Conditions of the empanelment process, the SD will also be forfeited to ITG.

**g. Termination of Contract:**

**i.** Termination for default: ITG may without prejudice to any other remedy for breach of contract, by written notice of default with a notice period of 7 days, sent to the empanelled agency, terminate the contract and call for forfeiture of SD in whole or part,

I. if the empanelled agency fails to perform any of the obligation(s) under the contract/work order

(Or)

II. if the empanelled agency, in the judgment of ITG, has engaged in fraudulent and corrupt practices in competing for or in executing the Contract.

**ii.** Termination for Insolvency: ITG may at any time terminate the Contract by giving written notice with a notice period of 7 days to the empanelled agency/company, if the empanelled agency/company becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the empanelled agency, provided that such termination will not prejudice or affect any right of action or remedy that has accrued or will accrue thereafter to ITG.

**iii.** Termination for Convenience: ITG may by written notice, with a notice period of 30 days sent to the empanelled agency, terminate the Contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that termination is for ITG convenience, the extent to which performance of work under the Contract is terminated, and the date upon which such termination becomes effective. The empanelled agency is entitled to any compensation



whatsoever only for the work that was completed from the date of the order till the termination which conforms to the terms of the contract. If the order is placed but there is no work carried out as per the contract or if the work carried out is not as per the contract, the empanelled agency is not entitled to any compensation.

### **h. General Terms & Conditions:**

- a.** The final decision would be based on the fulfillment of the technical requirements.
- b.** ITG reserves the right not to accept or to reject any or all the applications without assigning any reasons, to relax or waive any of the conditions stipulated in the terms and conditions of the approval process as deemed necessary in the best interests of ITG for good and sufficient reasons.
- c.** The empanelled agency shall not assign or terminate the contract, the benefit or burden thereof to any other person or persons or body corporate. The agency should not under-let or sublet to any person(s) or body corporate for the execution of the contract or any part thereof without the prior written consent of ITG.
- d.** After the empanelment process and signing of the contract with the empanelled company, the project work shall be started only after the placement of the work order by the ITG as per the work delivery /payment schedule milestones. No work is to be started without the work order from the ITG.
- i. Exit Clause:** In case of Exit, the empanelled startup company has to do the proper Knowledge Transfer to the other selected empanelment startup company of the work undertaken and shall ensure proper handover of the work towards the smooth functioning within two weeks prior to the date of expiry.
- j. Empanelment Tenure:** The empanelment tenure granted to the selected empanelled agency/company is proposed to be for a period of **02** (two) year. The period may be extended further based on the performance of the empanelled agency. However, ITG reserves the right to alter the empanelment tenure at any time giving notice to the empanelled agency.

- k. The selected agency has to provide free service and support for a period for six months from the day the application is made live.

**6. Purchase preference: MAKEININDIA:**

Class I and II bidders are eligible to apply.

**7. Procurement of products from trusted sources**

- a. If the supplied product(s) is to be connected with Telecommunication Network then such product(s)/goods/equipment(s)/Software(s) shall be only from Trusted Sources duly certified by NSCT as notified by Govt. of India, Ministry of Communication vide OM No. 20-271/2010 AS-I (Vol-III) dated 10.03.2021. Copy of circular/guidelines is attached at page 45-46 of this EOI.
- b. Bidder who is found violating these directions /guidelines of Govt. of India or any other guidelines in this regard shall be liable to face action from ITG which may include non-award of work, cancellation of contract, rejection of goods supplied, getting the work done at risk and cost of the bidder, forfeiting the PBG, banning for future work for period up to five (5) years or any other action as deemed fit.

**8. Restrictions on procurement from a bidder of a country which shares a land border with India**

- a. Bidders shall submit the Bidders Undertaking (Annexure 4) for sourcing products and services in tender

**9. Guidelines for eligibility of a 'bidder from a country which shares a land border with India'**

As per Order dated 23.07.2020, issued by Department of Expenditure, Ministry of Finance, Govt, of India in this regard, the following guidelines have been issued by DoE for tenders:-

- i. Any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority.
- ii. "Bidder" (including the term 'tenderer', 'consultant' or 'service provider' in certain contexts) means any person or firm or company, (that is an association of several persons, or firms or companies), every artificial juridical person not falling in any

of the descriptions of bidders stated hereinbefore, including any agency, branch or office controlled by such person, participating in a procurement process.

**iii.** "Bidder from a country which-shares a land border with India "for the purpose of this Order means;-

- a. An entity incorporated, established or registered in such a country; or
- b. A subsidiary of an entity incorporated, established or registered in such a country; or
- c. An entity substantially controlled through entities incorporated, established or registered in such a country; or
- d. An entity whose beneficial owner is situated in such a country; or
- e. An Indian (or other) agent of such an entity; or
- f. A natural person who is a citizen of such a country; or

**iv.** The beneficial owner for the purpose of (iii) above will be as under:-

- a. In case of a company or Limited Liability Partnership, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person(s), has a controlling ownership interest or who exercises control through other means

**Explanation-**

1. "**Controlling ownership interest**" means ownership of or entitlement to, more than twenty-five per cent, of shares or capital or profits of the company;
2. "**Control**" shall include the right to appoint majority of the directors or to control the management or policy decisions including by virtue of their shareholding or management rights or shareholders agreements or voting agreements;

**v.** In case of a partnership firm, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has ownership of

entitlement to more than **fifteen percent of capital or profits of the partnership;**

- vi.** In case of an unincorporated association or body of individuals, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has ownership of or entitlement to more than fifteen percent of the property or capital or profits of such association or body of individuals;
- vii.** Where no natural person is identified under (i) or (ii) or (iii) above, the beneficial owner is the relevant natural person who holds the position of senior managing official;
- viii.** In case of a trust, the identification of beneficial owner(s) shall include identification of the author of the trust, the trustee, the beneficiaries with fifteen percent or more interest in the trust and any other natural person exercising ultimate effective control over the trust through a chain of control or ownership.
- ix.** An Agent is a person employed to do any act for another, or to represent another in dealings with third person.

#### **10. Banning of non-performing vendor**

- i.** In case any of the vendor's work/PO/agreement is cancelled/terminated by ITG after award, due to non-performance, the vendor may be banned/ blacklisted upto 2 years or action as deemed fit may be taken by ITG

#### **11. Modification and withdrawal of bids**

- ii.** Bid withdrawal/modification shall not be allowed after end date and time of bid submission.
- iii.** Withdrawal of a bid between the deadline for submission of bids and the expiration of the period of bid validity specified in the tender or as extended, may result in the forfeiture of the bid security. Such defaulting vendor is liable to be debarred from participating in future bids for a period of upto 2 years

#### **12. Clarification of bids**

- i.** During evaluation of bids, ITG may at its discretion ask the Bidder for clarifications/confirmations/ deficient documents of its bid. The request for

clarification and the response shall be in writing and no change in the price of substance of the bid shall be sought or permitted

**13. Cancellation of letter of empanelment**

- i.** Empanelment can also be cancelled in case any fraud is reported regarding the firm, in which case the Empanelment security shall be forfeited.
- ii.** Empanelment may also be terminated pre-maturely on mutual agreement with the empanelled firm.
- iii.** If the empanelled vendor is blacklisted by any PSU/State or central government department/ministries etc., during the currency of the empanelment period, the empanelment shall be terminated by ITG. The vendor is expected to immediately inform ITG regarding its blacklisting as per above for necessary action

***Note:***

- Bidders must read these conditions carefully and comply strictly while sending/ submitting their Bids.
- ITG reserves the right to empanel two or more partners/startup companies in any products/ services as per its business needs.
- In case clauses/ sub-clauses have any difference mentioned in this EOI at different places, the conditions mentioned in this section shall prevail

## **CHAPTER 8 Disqualification of Bids**

1. Tendering Authority may in its sole discretion and at any time during the processing of Bid, disqualify any bidder from the Bidding process if the bidder:-
  - Submits Bid document, which is not accompanied by required documentation and Earnest Money Deposit (EMD) or is non-responsive.
  - Has not submitted the bid in accordance with the bid document.
  - Does not meet the minimum eligibility criteria as mentioned in the bid document.
  - Mislead or made false representations in the forms, statements and attachments submitted in proof of the eligibility requirements.
  - Is found to have a record of poor performance such as abandoning works, not properly completing the contract, inordinately delaying completion, being involved in litigation or financial failures, etc.
  - Failed to provide clarifications related thereto, when sought.
  - Has submits more than one bid. This will cause disqualification of all bids submitted by such bidder except the last Bid received.
  - Has imposed conditions in his bid, during validity of the bid or its extended period.
2. No typographic error will be entertained during submission of the bids.
3. After opening of Technical Bids, ITG will seek the confirmation of L1 bids from L1 Bidder before matching the same from other empanelled Bidders. If L1 Bidder refuses to match the same then that Bidder agency will be blacklisted from ITG for the period of 5 years.
4. Applicants who are found to canvass, influence or attempt to influence in any manner the qualification or selection process, including without limitation, by offering bribes or other illegal gratification, shall be disqualified from the process at any stage.
5. A Bid not valid for at least 02 years shall be considered as non-responsive and would be disqualified.

## **CHAPTER 9 Selection of Startup Companies**

**a. Procedure for selection of Agencies/Startup Companies:** The scrutiny of the Eligibility cum Technical bid will be done by a committee duly constituted by ITG.

**1. Procedure for placement of work order for various projects under different categories:**

- a.** ITG is responsible only for empanelment of startup companies under various categories and to get the work done from selected startup company lies with the Client Organization. The State Government Organizations will approach ITG for any type of related works with details available on ITG website.
- b.** ITG will gather and prepare requirement document on its own and then will invite closed quotations (by circulating scope document) among empanelled listed startup companies of the specific categories based on the nature of work/ complexity involved. No General bid evaluation is required. ITG will clearly mention about the selection criteria where it will mention that agency/Startup Companies will be selected based on L1 or any other appropriate method.
- c.** Technical evaluation will be made on case to case bases depending on complexity of the Projects. The general guidelines for evaluation criteria are understanding the scope, presentation on detailed approach and methodology, past experience of agency, qualification and competence of key professional staff/Project team, experience in similar projects, etc.
- d.** Interested agencies will response to closed quotations to ITG. The agency may also submit technical compliance response, if ask for specifically.
- e.** The quotation of the agency shall be opened by the Evaluation Committee constituted along with Client Organization for finalization of the cost and the agency. If Technical compliance bid is asked, the quotation shall be opened only after Technical response bid evaluation.
- f.** Before commence of work, the agency shall submit 3% performance Bank Guarantee of the total value of the project (excluding taxes). ITG will define SLA & payment milestones for each project requirement & ensure compliance.

- g.** ITG will be the *Monitoring Agency* for the entire project period and will charge additional to Client Organization to the final project cost as consultancy fee/ administrative charges.
- h.** During this tenure, ITG will monitor the development from time to time and accordingly release the payment in parts to the selected enlisted agency based on the sign off received from the Client Organization and payment schedule.



## CHAPTER 10 Escalation Matrix

All the agencies shall provide the escalation matrix details to be followed.

Sr. No	Support Level	Name	Address	Contact No	Email
1	Level 1	Service Project Coordinator	XXX	XXX	xxxx@
2	Level 2	Senior Project Coordinator	XXX	XXX	xxxxx@
3	Level 3	Senior Level Manager	XXX	XXX	xxxxx@
4	Level 4	Name of Owner of the Agency/Company	XXX	XXX	xxxxx@

**Note:**The calls will be received centrally by the agency/Company and shall be attended immediately by their service engineer on receipt of the same.

## **CHAPTER 11 Terms of Payment**

1. Payment shall be made in Indian Rupees through NEFT/RTGS only.
2. Payments will be released subject to receipt of funds from the Client Organisations and completion certification issued by the Officials of the Client Organisations. Completion Certificate will be issued based on satisfactory by the Client Organisation.
  - a. At time of full and final settlement of invoice, ITG reserves the right to release the performance Bank Guarantee of 3% furnished by the Successful Bidder from a nationalized or scheduled Bank drawn after a period of 12 months (warranty period) from the date of completion of the project.
3. No advance payment will be made or no letter of credit will be issued to the agency/Company.
4. All payments will be released within 60 days to the empanelled agency/company after receipt of payment invoice(s) with all necessary supporting documents (including phase completion certificate from the Officials of Client Organisation), further subject to receipt of funds from Client Organisation.
5. The Selected agency/company will have full and exclusive liability for payment of all Duties, Taxes and other statutory payments payable under any or all of the Statutes/Laws/Acts etc. now or hereafter imposed. Purchaser shall not be liable to pay any such levies/other charges under or in relation to the empanelment. ITG shall be entitled to deduct TDS, GST, etc. (wherever applicable) from the payment made to the agency/company, from time to time
6. No invoice for extra work/change order on account of change order will be submitted by the agency/company unless said extra work/change order has been authorized/approved by the Purchaser in writing.
7. Penalty details(SLA):
  - a. **Any specific SLA may be specified based on project type and as per requirement from Client Organization**



## **EXPRESSION OF INTEREST FOR EMPANELMENT AND TIE UP WITH STARTUP COMPANIES**

### **CHAPTER 12 Pre Bid Queries Format**

**Subject: No: ITG-IT/1092/EOI-EMP/2024-25/4069 Dated: 04/03/2025**

Name of the Company/Firm:				
Name of Contact Person	Designation	Address for Correspondence	Email-ID(s)	Tel. Nos. & Fax Nos.
Query/Clarification Sought:				
Sr.No.	Tender Document Page No.	Tender Document Clause No	Clause Details	Query/ Suggestion/ Clarification

**Note:** Queries must be strictly mailed at email ID [gaurav.naik@gov.in](mailto:gaurav.naik@gov.in), [vishwas.kavthankar@nic.in](mailto:vishwas.kavthankar@nic.in), [velip.prasad-itg@goa.gov.in](mailto:velip.prasad-itg@goa.gov.in) only in the prescribed format. Queries not submitted in the prescribed format will not be considered/ responded at all by the tendering authority.



## **EXPRESSION OF INTEREST FOR EMPANELMENT AND TIE UP WITH STARTUP COMPANIES**

### **ANNEXURE-1 Bid Form**

**1. Addressed to:**

<b>a.</b>	Name of the Bidding authority	<b>Managing Director</b>
<b>b.</b>	Address	<b>Info Tech Corporation Of Goa Ltd (A Govt. Of Goa undertaking) IT Hub, 3<sup>rd</sup> Floor, Altinho, Panaji Goa-403001</b>
<b>c.</b>	Telephone	<b>(0832) 2226042 / 2225192</b>

NIT Reference: Tender No. **ITG-IT/1092/EOI-EMP/2024-25/4069**

**2. Other related details:**

1.	Name of Bidder with Office Address	
2.	Status of Applicant (Partnership, Company, Corporation etc.)	
3.	Number of Years of Experience	
4.	<b>Classification of products offered/ Wish to Register for the product in Given Category</b> (Name and Details each in separate line) Example: AI IOT etc.	
5.	Number of office locations in India (Provide details of offices)	
6.	Total revenue from sales in India (if applicable)	
7.	Name & Designation of Authorized Signatory	
8.	Year of Establishment	
9.	Telephone Number(s)/ Mobile	
10.	Website URL	
11.	Fax No.	
12.	Email Address	

- 3.** We agree to abide by all the conditions mentioned in this Bid Document issued by the Bidding Authority and also the further conditions of the said Bid Notice given in the attached sheets (all the pages of which have been digitally signed by us in token of acceptance of the terms mentioned therein).



## ***EXPRESSION OF INTEREST FOR EMPANELMENT AND TIE UP WITH STARTUP COMPANIES***

---

4. Reproduced/ re-word-processed formats or Bidder's own formats for the price bids will disqualify the Bid. However the Bidder can reproduce exactly the same format for clarity in filling due to shortage of space.
5. The validity period can be extended with mutual agreement.
6. This Bid form and Terms & Conditions in token of acceptance along with duly filled letter of undertaking / declaration.

Signature : \_\_\_\_\_

Name : \_\_\_\_\_

Designation : \_\_\_\_\_

Place : \_\_\_\_\_

Date& Seal : \_\_\_\_\_

## **ANNEXURE-2 Bidder Undertaking**

**(Indicative Format)**

**(Certificate to be issued by bidder on the company letterhead)**

### **UNDERTAKING**

To,  
**The Managing Director,**  
InfoTech Corporation of Goa Ltd,  
IT HUB, 3<sup>rd</sup> Floor, Altinho, Panaji Goa.

**Sub: Undertaking for participating in the tender reference:  
Tender No. ITG-IT/1092/EOI-EMP/2024-25/4069 Dated: 04/03/2025**

We, \_\_\_\_\_ <Name of the firm> \_\_\_\_\_, having a registered office at \_\_\_\_\_ <Office address> \_\_\_\_\_, bearing registration no. <Registration no.>, state the following against the tender for expression of interest for empanelment and tie up with startup companies.

1. We hereby agree to strictly abide by the Terms & Conditions of the tender, and also to undertake full responsibility for providing services with onsite maintenance support.
2. We hereby confirm that we are presently neither blacklisted/barred by Government / Semi – Government / Quasi- Government organization or Govt. Corporation on the date of notice inviting tender /Bid submission.
3. We hereby confirm that we are not be convicted of an criminal offence by any competent court of law or the bidder should not have any pending cases filed against any Client nor suspended/Terminated on account of non-performance and/or defective/dissatisfactory performance of contract in similar work at the time of issue of tender document for last three years.
4. We hereby confirm that we are not be insolvent, in receivership, bankrupt or being wound up, not have its affairs administered by a court or a judicial officer, not have its business activities suspended and must not be the subject of legal proceedings for any of the foregoing reasons at the time of issue of tender document for last three years



## ***EXPRESSION OF INTEREST FOR EMPANELMENT AND TIE UP WITH STARTUP COMPANIES***

---

5. We hereby confirm that we fulfilled our obligation to pay such as the taxes payable to the Central and the State Government or any local authority as specified in the Bidding Document, wherever necessary.
6. We hereby confirm that we comply with the code of integrity as specified in the bidding document
7. We hereby also declare that all the particulars furnished by us in this Tender are true to the best of my/our knowledge and we understand and accept that if at any stage, the information furnished is found to be incorrect or false, we are liable for disqualification from this tender and also are liable for any penal action that may arise due to the above.
8. We declare that the Eligibility cum Technical bid has been submitted without any conditions and strictly as per the conditions of the tender document and we are aware that the bid is liable to be rejected if it contains any other conditions.

(Signature with seal / stamp of the company)

Name:

Designation:

Place:

Date:

## **ANNEXURE-3 Bidder Undertaking**

**(Indicative Format)**

**(Certificate to be issued by bidder on the company letterhead)**

### **UNDERTAKING**

To,  
**The Managing Director,**  
InfoTech Corporation of Goa Ltd,  
IT HUB, 3<sup>rd</sup> Floor, Altinho, Panaji Goa.

**Sub: Undertaking for participating in the tender reference:  
Tender No. ITG-IT/1092/EOI-EMP/2024-25/4069 Dated: 04/03/2025**

We, \_\_\_\_\_ <Name of the firm> \_\_\_\_\_, having a registered office at \_\_\_\_\_ <Office address> \_\_\_\_\_, bearing registration no. <Registration no.>, state the following for Expression of interest for empanelment and tie up with startup companies.

We hereby agree to strictly abide by the Terms & Conditions of the tender, and possess the necessary professional, technical, financial and managerial resources and competence required by the Bidding Document issued by ITG.

*The following list is indicative of the categories for which ITG desires to empanel startup companies. Bidders may apply for tie-up on one or more product category.*

<b>Table A</b>				
<b>S.No.</b>	<b>Area</b>	<b>Class I Local Supplier</b>	<b>Class II Local Supplier</b>	<b>Non Local Supplier</b>
1.	Startups related in the IT/Cyber Securities/ Quantum Technology/Nano-Technology, Wireless etc.			
2.	Startups related in thee-Governance(ICT)& other areas			
3.	Startups related in the ICT Security Solutions i.e. Data Centre, Security Operation Centre(SOC),Cloud Computing, Command & Control Centre etc.			



4.	Startups related in the New Technology areas such as Artificial Intelligence(AI), Machine Learning(ML),IOT, Block chain etc.			
5.	Startups working in Smart Cities solutions			
6.	Startups working in billing system(Electric meter, Watermeter, Gasmeter etc.)			
7.	Startups working in e-education, e-Learning, smart class rooms, Virtual class rooms etc.			
8.	Startups working in E-Health Solution, Tele-medicine solution.			
9.	Startups working in e-districts, e-citizen services, Land Mapping System etc.			
10.	Startup working in GIS, Remote Sensing etc.			
11.	Startups working in CCTV, Audio-Video Solution including Video Management System (VMS) & Video Analytics(VA)			
12.	Hospital Management Information System(HMIS), University Management Information System, including ERP solution			
13.	Startup working in Renewable/Green Energy solutions(Solar, Hydro, Wind, Hydrogen etc.)			
14.	Startup working in Media related works			
15.	Startup working in Asset/Inventory management			
16.	Startups working in Environmental Control and Conservation (Air/ Water Purification etc)			
17.	Startup working in Construction of low cost building			
18.	Startup working in Drone / Anti-Drone Systems			
19.	Startup working in Manpower/Resource Deployment, Skill development and training, Project			



## ***EXPRESSION OF INTEREST FOR EMPANELMENT AND TIE UP WITH STARTUP COMPANIES***

	Management etc.			
20.	Startup working in setting up Call Center, HelpDesk etc.			
21.	Startup working in Online Examination System			
22.	Startup working in Web-hosting / Web – portal development			
23.	Startup working in e-office / office Automation / Document Management System / Digitization of Records/ Data Migration			
24.	Startup working in Fin-Tech Areas etc			
25.	Startup working in Smart Storage Solutions			
26.	Startup working in IT Initiatives for conduct of Elections within norms of Election Commission of India.			
27.	Any other area			

If this declaration is found to be incorrect then without prejudice to any other action that may be taken as per the provisions of the applicable Act and Rules thereto prescribed by GoG, our security may be forfeited in full and our bid, to the extent accepted, may be cancelled.

(Signature with seal / stamp of the company)

Name:

Designation:

Place:

Date:



**EXPRESSION OF INTEREST FOR EMPANELMENT  
AND TIE UP WITH STARTUP COMPANIES**

**ANNEXURE-4 Bidder Undertaking**

**(Indicative Format)**

**(Certificate to be issued by bidder on the company letterhead)**

**UNDERTAKING**

**Procurement from a bidder of a country which shares a land border with India**

To,  
**The Managing Director,**  
InfoTech Corporation of Goa Ltd,  
IT HUB, 3<sup>rd</sup> Floor, Altinho, Panaji Goa.

**Sub: Undertaking for participating in the tender reference:  
Tender No. ITG-IT/1092/EOI-EMP/2024-25/4069 Dated: 04/03/2025**

*"We have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India. We certify that bidder M/s(name of the bidder) is not from such a country or if from such a country, has been registered with the Competent Authority.*

*We hereby certify that bidder M/s. \_\_\_(Name of bidder) fulfills all the requirement in this regard and is eligible to be considered against this EOI. The bidder will not source those products & services whose beneficial owner is from such countries "*

[Where applicable, evidence of valid registration by the Competent Authority shall be attached.].

(Signature with seal / stamp of the company)

Name:

Designation:

Place:

Date:



# **EXPRESSION OF INTEREST FOR EMPANELMENT AND TIE UP WITH STARTUP COMPANIES**

## **ANNEXURE-5 Project Experience**

(Indicative Format)

(Certificate to be issued by bidder on the company letterhead)

### **Project Experience**

To,  
**The Managing Director,**  
InfoTech Corporation of Goa Ltd,  
IT HUB, 3<sup>rd</sup> Floor, Altinho, Panaji Goa.

**Sub: Project Experience of the Bidder:**  
**Tender No. ITG-IT/1092/EOI-EMP/2024-25/4069 Dated: 04/03/2025**

S. No	Item	Details
<b>General Information</b>		
1	Customer Name/Government Department	
2	Name of the Contact Person and Contact details for the Project	
<b>Brief Description of scope of Project</b>		
<b>Size of the Project</b>		
3	Contract Value of the Project (in crore) excluding taxes	
4	Contract Value of the Project (in crore) including taxes	
<b>Project Details</b>		
5	Name of the Project	
6	Start Date & End Date	
7	Current Status(work in progress in%, completed)	
8	Contract Tenure	
9	Type of Project	

(Signature with seal / stamp of the company)

Name:

Designation:

Place:

Date:



## EXPRESSION OF INTEREST FOR EMPANELMENT AND TIE UP WITH STARTUP COMPANIES

### ANNEXURE-6 BIDDER UNDERTAKING

(Indicative Format)

(Certificate to be issued by bidder on the company letterhead)

#### MAKE IN INDIA UNDERTAKING

To,  
The Managing Director,  
InfoTech Corporation of Goa Ltd,  
IT HUB, 3<sup>rd</sup> Floor, Altinho, Panaji Goa.

**Sub: Make in India Undertaking:**  
**Tender No. ITG-IT/1092/EOI-EMP/2024-25/4069 Dated: 04/03/2025**

**Bidder shall furnish following self certificate on its letter head along with their techno-commercial bid.** "We M/s \_\_\_\_\_ (Name of bidder) hereby certify that we meet the mandatory minimum Local Content requirements of the Tender of equal to or more than 50% (for Class-I) / greater than 20% and less than 50% (for Class-II) (in value terms) quoted vide our offer No \_\_\_\_\_ dated \_\_\_\_\_ against ITG Tender No. \_\_\_\_\_ dated ..... . Given below are the list of items (goods and services) which meets the Local Content Criteria. along with details of the location(s) at which the local value addition is made in respective items (goods and services)"

tim	Description of Items/ Products / services	Make	Model	location(s) at which the local value addition is made

If value of procurement is more than INR 10 Crore, above undertaking shall be supported by the following certificate from Statutory Auditor or cost auditor of the company (in case of companies) or from a practicing cost accountant or practicing chartered accountant (in respect of suppliers other than companies giving the percentage of local content, on the letter head of such Statutory Auditor.)

"We \_\_\_\_\_ the statutory auditor of M/s. \_\_\_\_\_ (name of the bidder) hereby certify that M/s. \_\_\_\_\_ (name of bidder) meet the mandatory Local Content requirements of the Project Work under this Tender i.e. equal to or more than 50% (for Class-I) / greater than 20% and less than 50% (for Class-II) (in value



## EXPRESSION OF INTEREST FOR EMPANELMENT AND TIE UP WITH STARTUP COMPANIES

terms) quoted vide offer No. \_\_\_\_\_  
dated \_\_\_\_\_ against ITG Tender/EOI No. -----dated----  
by M/s. \_\_\_\_\_ (Name of the bidder).

(Note: In case of bidder(s) for whom Statutory Auditor is not required as per law, required certificates shall be provided by a practicing Chartered Accountant.)

ForDetailsGovt.ofIndiaOrderN0.P-45021/2/2017-PP(BE-  
II)dated04.06.2020maybereferred.

### CALCULATION OF LOCAL CONTENT :

Sl. No.	Description of the Item	Qty	Unit	Basic Rate W/0Tax(INR)		Total Cost W/0Tax(INR)		Domestic +Imported
				Domestic (Excluding net Domestic indirect Taxes)	Imported (Including All Custom Duties)	Domestic (Excluding net Domestic indirect Taxes)	Imported (Including All Custom Duties)	
			a	b	c	d=a*b	e=a*c	f=d+e
1	Item Description	1	Nos					
2	Item Description	1						
3	Total				-		-	

**% of Local Content= (Total Cost Domestic 3(d)/Total Cost (domestic + Imported)  
(3(f)))\* 100**

(Signature with seal / stamp of the company)

Name:

Designation:

Place:

Date:

Signature Not Verified

Digitally signed by GAURAV ARVIND NAIK  
Date: 2025.03.06 11:48:49 IST  
Location: Goa

