



E-Tender For

Supply of SharePoint (2013 On Premise, 2019 Hybrid) Resources for Export-Import Bank of India

E-Tender Reference No: EXIM/RFP/2022-23/16

**Head Office:
Center One Building, 21st Floor, World Trade Centre Complex,
Cuffe Parade, Mumbai – 400 005**

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QUOTATION BID NOTICE

Export-Import Bank of India (EXIM Bank), a corporation established under the Act Export-Import Bank of India, 1981 and having its registered office at 21st Floor, World Trade Centre Complex, Cuffe Parade, Mumbai 400 005 invites bids from eligible bidders for “E-Tender For Supply of SharePoint (2013 On Premise, 2019 Hybrid) Resources for Export-Import Bank of India”.

1. The mode of tendering is through e-Tendering. E Tendering is the process by which the physical tendering activity is carried out using internet and associated technologies in a faster and secure environment.
2. Vendor registration can be done online by opening Website:
<https://eximbankindiatenders.procuretiger.com> Click on “New Bidder Registration” link, create User Id and Password, and attach your Digital certificate.
3. Tender document will be allowed for download from above web site after successful vendor registration (hard copies of the tender document will not be provided) and submission of tender document cost.

4. CONTACT INFORMATION FOR E-TENDER PROCESS

e-Procurement Technologies Limited
A- 801 – Wall Street - II,
Opposite Orient Club,
Nr. Gujarat College, Ellis Bridge,
Ahmedabad – 380 006.
Gujarat State, India

Landline Numbers: 079 6813 6857/ 6848/ 6842/ 6820/ 6880/ 6837/ 6895

Primary Contact Numbers: - M: - 9081000427/ 09904406300

E-mail ID: nandan.v@eptl.in, fahad@eptl.in, devendra.r@eptl.in,
nikhil@eptl.in

5. EXIM Bank reserves the right to accept or reject in part or full any or all the offers without assigning any reasons there for.

GENERAL TENDER DETAILS

Tender Document for	E-Tender For Supply of SharePoint (2013 On Premise, 2019 Hybrid) Resources for Export-Import Bank of India
Tender Reference No.	EXIM/RFP/2022-23/16
Tender Document Cost	₹ NIL
EMD Amount	₹ 10 Lakh
Last date for acceptance of IP Agreement and EMD Amount	October 20, 2022
Place of Submission of IP Agreement original document.	Export Import Bank of India, Center One Building, 21 st Floor, World Trade Centre Complex, Cuffe Parade, Mumbai 400 005.
Date of Online Notice	September 29, 2022, 5:00 PM
Document Downloading Start Date	September 29, 2022, 5:00 PM
Pre-Bid Meeting Date and Venue	October 10, 2022, 3:00 PM Webex - Meeting URL (Export Import Bank of India, Center One Building, 21 st Floor, World Trade Centre Complex, Cuffe Parade, Mumbai 400 005)
Presentation Date	Will be conveyed separately in advance.
Document Downloading End Date	October 20, 2022, 2:00 PM
Last Date and Time For Submission	October 20, 2022, 4:00 PM
Opening of Tender	October 21, 2022, 5:00 PM
Address for communication	As above Ph. 022-22172446, Ext: - 2493 E-Mail: Kiran@eximbankindia.in shushant.v@eximbankindia.in
Place of Receipt of E-Tender	https://eximbankindiatenders.procuretiger.com

Note: Technical and Commercial bids will be opened online only. E-Tendering is the simulation of the manual tendering process on the internet. I.e., the eligible Bidders / Service Providers can log on to the internet site specified using a unique username and password and place their Technical & Commercial bids.

The eligible Bidders will be trained by M/s e-Procurement Technologies Ltd. (Abc Procure) personnel on the methodology of submitting the bids online using a special digital signature / electronic key / password at the date and time specified. The bids placed by the Bidders are confidential and will be opened by the authorized EXIM Bank officials. No other person can gain access to the information regarding the bids, which is confidential and encrypted in nature.

Minimum requirement for e-tender participation:

1. Computer / Laptop with internet connection
2. Operating system – Windows 7/ Windows 10
3. Digital certificate - Class II or III, signing + Encryption, and **it should be organizational certificate only**
4. Vendor registration can be done online by opening Website: <https://eximbankindiatenders.procuretiger.com> Click on “New Bidder Registration” link, create User Id and Password, and attach your Digital certificate.

For any clarification kindly contact –

E-Procurement Technologies Limited
801 – Wall Street – II
Opposite Orient Club near Gujarat College,
Ellis Bridge, Ahmedabad – 380 006
Gujarat, India

Landline Numbers: 079 6813 6857/ 6848/ 6842/ 6820/ 6880/ 6837/ 6895

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MANDATORY INFORMATION REQUIRED FOR PRE-QUALIFICATION OF THE BIDDER

I/We confirm that to the best of our knowledge this information is authentic and accept that any deliberate concealment will amount to disqualification at any stage.

Contents	Particulars	Details
1. Name of the Firm		
2. Name of the Proprietor, Partners/Directors		
A (Mobile No.)		
B (Mobile No.)		
3. Office Telephone Nos.		
a.		
b.		
c.		
4. Head Office Address		
5. Email Address		
a.		
b.		
6. Year of Establishment		
7. Registration No. and Date of Registration		
8. Status of the firm (Proprietor/Partnership/Co. etc.)		
9. Name of Bankers	a.	
	b.	
10. PAN Card No.		
11. GST No.		

Seal and Signature of the document to be uploaded on the E-tender portal.

Date :

Place :

Note :

INFORMATION FOR BIDDERS

1. Bids shall be submitted online only at website:
<https://eximbankindiatenders.procuretiger.com/EPROC/>
2. The bidders can enrol themselves on the website:
<https://eximbankindiatenders.procuretiger.com/>. Possession of a Valid Class II/III Digital Signature Certificate (DSC) in the form of smart card/e-token in the Company's name is a prerequisite for registration and participating in the bid submission activities through this web site.
3. The tenderers should have Digital Signature Certificate (DSC) for filling up the Bids. The person signing the tender documents should be authorized for submitting the online e tender.
4. Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid.
5. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
6. Please Make sure all format asked as per Sr No 4 and 5 of tender document are properly uploaded online Website for E-Procurement
<https://eximbankindiatenders.procuretiger.com/>
7. This Invitation for Bids is open to all Original Manufacturers/ their Authorized Dealers/ vendors / suppliers to quote on their behalf for this tender as per Manufacturer's Authorization Form and Indian Agents of Foreign Principals, if any who possess the qualifying requirements as specified in the Tender. Any person signing a Tender shall submit documentary evidence that his signature on the Tender, submitted by him, is legally binding upon himself, his firm. If it is detected that the person so signing the Tender has no authority to do so, the General Manager, Exim Bank may, without prejudice to other civil and criminal remedies, not consider the Tender and hold the signatory liable for all costs and damages. Bidders should not be associated, or have been associated in the past, directly or indirectly, with a firm or any of its affiliates which have been engaged by the

Purchaser to provide consulting services for the preparation of the design, specifications, and other documents to be used for the procurement of the goods to be purchased under this Invitation of Bids. The bidder or his agent must have an office in India. That the Bidder will assume total responsibility for the fault-free operation of equipment, application software, if any, and maintenance during the warranty period and provide necessary maintenance services after end of warranty period if required. Bidders who meet the criteria given above are subject to be disqualified, if they have made untrue or false representation in the forms, statements and attachments submitted in proof of the qualification requirements or have a record of poor performance, not properly completing the contract, inordinate delays in completion or financial failure, etc. The Bidder should be a manufacturer, or their dealer specifically authorized by the manufacturer to quote on their behalf of this tender as per manufacturer authorization form and Indian agents of foreign principals, if any who must have designed, manufactured, tested and supplied the equipment(s) similar to the type specified in the "Technical Specification". Such equipment must be of the most recent series/models incorporating the latest improvements in design. The models should be in successful operation for at least one year as on date of Bid Opening in India and is engaged in R&D activities.

CONDITIONS FOR MICRO, SMALL AND MEDIUM ENTERPRISES (MSMEs)

1. As per Public Procurement policy (PPP) for Micro & Small Enterprises (MSEs) Order, 2012 issued vide Gazette Notification dated 23.03.2012 by Ministry of Micro, Small and Medium Enterprises of Govt. of India, MSEs must be registered with any of the following in order to avail the benefits / preference available vide Public Procurement Policy MSEs Order, 2012.
 - A. District Industries Centers (DIC)
 - B. Khadi and Village Industries Commission (KVIC)
 - C. Khadi and Village Industries Board
 - D. Coir Board
 - E. National Small Industries Corporation (NSIC)
 - F. Directorate of Handicraft and Handloom
 - G. Any other body specified by Ministry of MSME (MoMSME)
 - H. Udyog Aadhaar Acknowledgment/ Udyog Aadhaar Memorandum issued by MoMSME.
2. MSEs participating in the tender must submit valid & authorized copy of certificate of registration with any one of the above agencies. In case of bidders submitting DIC registration certificate shall attach original notarized copy of the DIC certificate. The MSE's Bidder to note and ensure that nature of services and goods/items manufactured mentioned in MSE's certificate matches with the nature of the services and goods /items to be supplied as per Tender.
3. The registration certificate issued from any one of the above agencies must be valid as on Bid closing date of the tender. Bidder shall ensure validity of registration certificate in case bid closing date is extended.
4. The MSMEs who have applied for registration or renewal of registration with any of the above agencies/bodies but have not obtained the valid certificate as on close date of the tender, are not eligible for exemption/preference.
5. The MSMEs registered with above mentioned agencies /bodies are exempted from payment of Earnest Money Deposit (EMD) & tender fees.

Relaxation of Norms for Micro & Small Enterprises (MSMEs):

- a.** Pre-qualification criteria with respect to Prior Turnover and Prior experience may be relaxed for Micro & Small Enterprises as per GOI guidelines subject to meeting of quality and technical specifications.
- b.** However, there may be circumstances like procurement of items/services related to public safety, health, critical security operations and equipment, etc., wherein EXIM Bank reserves the right to not consider relaxation of Prior Turnover and Prior Experience for Micro and Small Enterprises as per GOI guidelines.

GENERAL CONDITIONS OF RFP

The Bidder is required to give confirmation of their acceptance of the General Conditions of the Request for Proposal mentioned below which will automatically be considered as part of the Contract concluded with the successful Bidder (i.e., Seller in the Contract) as selected by the Buyer. Failure to do so may result in rejection of the Bid submitted by the Bidder.

1. **Law:** The Contract shall be considered and made in accordance with the laws of the Republic of India. The contract shall be governed by and interpreted in accordance with the laws of the Republic of India.
2. **Effective Date of the Contract:** The contract shall come into effect on the date of signatures of both the parties on the contract (Effective Date) and shall remain valid until the completion of the obligations of the parties under the contract. The deliveries and supplies and performance of the services shall commence from the effective date of the contract.
3. **Standard Arbitration Clause:** All disputes or differences arising out of or in connection with the present contract including the one connected with the validity of the present contract, or any part thereof should be settled by bilateral discussions. Any dispute, disagreement or question arising out of or relating to this contract or relating to construction or performance (except as to any matter the decision or determination whereof is provided for by these conditions), which cannot be settled amicably, shall within sixty (60) days or such longer period as may be mutually agreed upon, from the date on which either party informs the other in writing by a notice that such dispute, disagreement or question exists, will be referred to a sole Arbitrator. Within sixty (60) days of the receipt of the said notice, an arbitrator shall be nominated in writing by the authority agreed upon by the parties. The sole Arbitrator shall have its seat in Mumbai or such other place in India as may be mutually agreed to between the parties. The arbitration proceedings shall be conducted under the Indian Arbitration and Conciliation Act, 1996 and the award of such Arbitration Tribunal shall be enforceable in Indian Courts only. Each party shall bear its own cost of preparing and presenting its case. The cost of arbitration including the fees and expenses shall be shared equally by the parties, unless otherwise awarded by the sole arbitrator. The parties shall continue to perform their respective obligations under this contract during the pendency of the arbitration proceedings except in so far as such obligations are the subject matter of the said arbitration proceedings.

(Note - In the event of the parties deciding to refer the dispute/s for adjudication to an Arbitral Tribunal then one arbitrator each will be appointed by each party and the case will be referred to the Indian Council of Arbitration (ICADR) for nomination of the third arbitrator. The fees of the arbitrator appointed by the parties shall be borne by each party and the fees of the third arbitrator, if appointed, shall be equally shared by the buyer and seller).

- 4. Penalty for use of Undue influence:** The Seller undertakes that he has not given, offered or promised to give, directly or indirectly, any gift, consideration, reward, commission, fees, brokerage or inducement to any person in service of the Buyer or otherwise in procuring the Contracts or forbearing to do or for having done or forborne to do any act in relation to the obtaining or execution of the present Contract or any other Contract with the Export-Import Bank of India. Giving or offering of any gift, bribe or inducement or any attempt at any such act on behalf of the Seller towards any officer/employee of the Buyer or to any other person in a position to influence any officer/employee of the Buyer for showing any favour in relation to this or any other contract, shall render the Seller to such liability/ penalty as the Buyer may deem proper, including but not limited to termination of the contract, imposition of penal damages, forfeiture of the Bank Guarantee and refund of the amounts paid by the Buyer.
- 5. Non-disclosure of Contract documents:** Except with the written consent of the Buyer/ Seller, other party shall not disclose the contract or any provision, specification, plan, design, pattern, sample, or information thereof to any third party.
- 6. Liquidated Damages:** In the event of the Seller's failure to submit the Bonds, Guarantees and Documents, supply the stores/goods and conduct trials, installation of equipment, training, etc. as specified in this contract, the Buyer may, at his discretion, withhold any payment until the completion of the contract. The BUYER may also deduct from the SELLER as agreed, liquidated damages to the sum of 0.5% of the contract price of the delayed/undelivered stores/services mentioned above for every week of delay or part of a week, subject to the maximum value of the Liquidated Damages being not higher than 10% of the value of delayed stores/services.
- 7. Termination of Contract:** The Buyer shall have the right to terminate this Contract in part or in full in any of the following cases:
 - (a) The Seller is declared bankrupt or becomes insolvent.

- (b) The Buyer has noticed that the Seller has utilised the services of any Indian/Foreign agent in getting this contract and paid any commission to such individual/company etc.
- (c) With mutual agreement
- (d) As per decision of the Arbitration Tribunal.

8. Notices: Any notice required or permitted by the contract shall be written in the English language and may be delivered personally or may be sent by FAX or registered pre-paid mail/airmail or email, addressed to the last known address of the party to whom it is sent.

9. Patents and other Industrial Property Rights: The prices stated in the present Contract shall be deemed to include all amounts payable for the use of patents, copyrights, registered charges, trademarks and payments for any other industrial property rights. The Seller shall indemnify the Buyer against all claims from a third party at any time on account of the infringement of any or all the rights mentioned in the previous paragraphs, whether such claims arise in respect of manufacture or use. The Seller shall be responsible for the completion of the supplies including spares, tools, technical literature and training aggregates irrespective of the fact of infringement of the supplies, irrespective of the fact of infringement of any or all the rights mentioned above.

10. Amendments: No provision of present Contract shall be changed or modified in any way (including this provision) either in whole or in part except by an instrument in writing made after the date of this Contract and signed on behalf of both the parties and which expressly states to amend the present Contract.

11. Evaluation and Comparison of Bids:

The bidder meeting the General Eligibility Criteria will be considered for technical evaluation. The Bidder needs to comply with all the eligibility criteria. Non-compliance to any of these criteria would result in outright rejection of the Bidder's proposal. The Bidder is expected to provide proof for each of the points for eligibility evaluation.

The decision of the Bank would be final and binding on all the Bidders to this document. The Bank may accept or reject an offer without assigning any reason whatsoever. At the sole discretion and determination of the Bank, the Bank may add any other relevant criteria for evaluating the proposals received in response to this RFP. The evaluation will be a two-stage process. The stages are:

- a. General Eligibility

- b. Technical specification evaluation
- c. Commercial evaluation

12. Notices to local bodies:

The Bidder shall comply with and give all notices required under any law, rule, regulations or bye laws of parliament, state legislature or local authority relating to works.

- 13.** No Bidder shall contact the Bank on any matter relating to its Bid, from the time of the Bid opening to the time the Contract is awarded to successful bidder(s).
- 14.** Any effort by a Bidder to influence Bank's Bid evaluation, bid comparison or contract award decisions may result in the rejection of the Bid.
- 15.** I / We hereby declare that I / We have read and understood the above instructions for the guidance of the Tenderers. Seal and Signature of the Bidder/s not required since the document is Digitally Signed.

INTRODUCTION

The Export-Import Bank of India (India EXIM Bank) is the premier export finance institution of the country that seeks to build value by integrating foreign trade and investment with the economic rise of India. The Bank has guided by expertise at the Board level, by senior policy makers, expert bankers, leading players in industry and international trade as well as professionals in exports, imports, or financing. With offices spread across India and in select locations of the world, the bank aspires to boost the businesses of industries and SMEs.

Established by the Government of India, we commenced operations in 1982 under the Export-Import Bank of India Act, 1981 as a purveyor of export credit, mirroring global Export Credit Agencies. With our rich pedigree, today we serve as a growth engine for industries and SMEs through a wide range of products and services. This includes import of technology and export product development, export production, export marketing, pre-shipment and post-shipment and overseas investment. In a rapidly shifting financial landscape, we are a catalyst and key player in the promotion of cross border trade and investment. By instilling a powerful culture of innovation and foresight, we help India maximize its potential, meet, and exceed its vision.

Export-Import Bank of India has taken several IT initiatives to keep pace with changing technology. Bank has Computerized 100% of its offices and has implemented a Centralized Banking Solution (CBS) with Data Centre at Mumbai and Disaster Recovery Site at Bengaluru. The centralized Banking Solution covers all 10 Domestic offices, which are connected to the Data Centre through a Wide Area Network (MPLS).

In addition, The Bank is using Office 365 for e-mail communication and SharePoint framework for intranet application and other internal workflow automations. Applications from multiple vendors for different internal requirements of the Bank are also in use. The Operating Systems used in Different applications include different flavours of UNIX like AIX, Linux etc., and Windows. The Databases include Oracle, MySQL, Microsoft SQL Server, Access etc. Security measures are enforced at various levels (Application-Level Security, Network Level Security, Database Level Security, OS Level Security, Access

Level Controls, and Physical Security etc.). All these measures are in congruence with the Bank's Information Security Policy, Business Continuity & Disaster Recovery Plans & various other regulatory compliances.

Scope of the Work

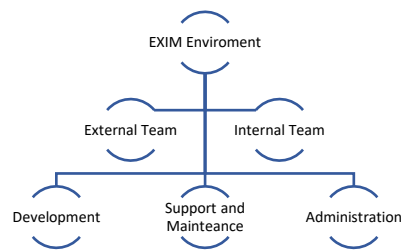
The Service Provider is expected to deploy dedicated resources in Hybrid Mode (On-site at Mumbai Location/Offshore at Client Location/ Work from Home) based on Bank requirements and carryout management of all SharePoint portal (SharePoint 2013/2019/SharePoint Online) end-to-end activities. The service provider is obliged to provide necessary full-time employees in hybrid mode with full backend technical support from the organization when required to support the EXIM Bank dedicated resources.

The Bank will reserve the right to interview nominated project resources to evaluate their experience and capability. Once the project team composition has been reviewed and ratified by the Bank, the team will be fixed. If the service provider wishes to modify the composition of the team, a written change request will need to be submitted to the Bank for approval, prior to the change being made. Any new resource proposed for the project team will need to be subjected to the same review process as applicable to the original team members i.e., submission of Curriculum Vitae (CV) having the opportunity to interview the individual prior to their deployment.

In the circumstance where The Bank finds that a deployed resource is unable to meet the competency or quality expectations, the Bank will retain the right to change the resource. Costs for such changes need to be borne by the service provider. Substitute resources will need to be subjected to the same evaluation approach described above.

The Bank requires enhancements on both frontend and backend system. The successful bidder must have to understand the existing systems and take a handover (Technical and Functional) from the current team. The main portal and the backend system are also integrated with library and other systems, which requires continuous support and enhancements. The successful bidder must take the responsibility of maintaining, supporting, and enhancing the other entire website communicated with portal and back-end system¹.

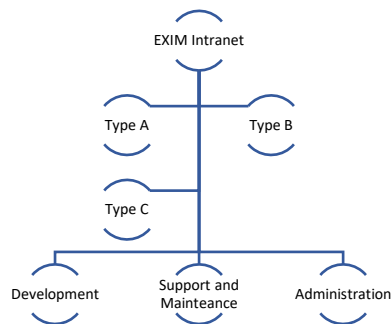
Proposed EXIM Structure:



External Team – Bidder’s Team

Internal Team- EXIM Team

Intranet Environment:



Type A- Sharepoint 2013 Environment

Type B- Sharepoint 2019 (Hybrid) and Online Environment

Type C- React Developer

Resource Experience:

Resource Category	Year of Experience (Total Work Experience)	Relevant Year of Experience
Software Developer	3+ Year	2+ Year
Senior Software Developer	6+ Year	4+ Year
Team Lead	9 + Year	6+ Year
Power Automate Developer	6 + Year	2+ Year
React Developer	6 + Year	2+ Year

Detailed Scope of the Work

A. Job Role for Resources

Type A [Sharepoint 2013 Environment]

Responsibilities:

- Develop Web look Intranet Portal Collaboration Intranet Site and Branding on SharePoint platform or using Live Tiles solution.
- Build new landing page, department templates/pages, newsletter, banner, and videos accessible to any device.
- Implement, deploy, package, and maintain new intranet portal site and SharePoint site.
- Code pages using HTML5, JavaScript, and Typescript, jQuery, CSS, SQL, Bootstrap, or responsive design for all devices.
- Conduct unit and integration testing best practices.
- Create web parts, lists/library, content types, site columns, master pages, search navigation, permissions, and data management.
- Build workflow forms using SharePoint Designer, and PowerApps/Automate.

Requirements:

- Relevant experience in a SharePoint developer role using SharePoint on Premise 2010/2013/2016.
- Must have expertise building and/or maintaining collaboration sites and/or programs.
- Excellent knowledge around UI/UX
- Experience in client interaction and understanding business application, business data flow and migration from SP 2010 or 2013 to 2019.
- Ability to work independently, prioritize effectively, multitask, and manage time appropriately.
- Excellent problem solving, critical thinking, and analytical skills.
- Ability to be flexible, resourceful, organized and work in a fast-paced business environment with special requests.
- Basic knowledge and understanding of SDLC process, performing unit testing, and packing to deploy from DEV to PROD.
- Strong knowledge of the .Net framework (C#), IIS, Azure Active Directory/On Premise Active Directory and SharePoint site configuration.
- Strong project management skills.

Technology Stack:

Microsoft server-side technologies in developing applications on SharePoint Administrator, Developer Proficient in C# with strong understanding of design principles.

Technologies: - SharePoint 2010/2013/2016/SharePoint Online, Asp.Net, XML, HTML, AJAX, Web API, Web Services, Windows Services, JAVA Script, JQuery, CSS-3, HTML-5, Angular JS 6 and above, Microsoft Typescript, JSON, InfoPath Development, SharePoint OOTB, Info Path Forms, Sharepoint Workflow 2010/2013

Tools: - Visual Studio, Visual Studio Code, Microsoft TFS (Team Foundation Server), MS SharePoint Designer, Fiddler

Database: - SQL server 2008/2012/2014, MS-Access

Integration and Reporting: - SSRS, SSIS, Power BI

Support and Maintenance Task

a) Application Management

The Bank is looking for an end-to-end Application management that aligns Enterprises business objectives with their IT goals. Resources must focus on implementing, building, and supporting key applications that meet our stakeholder's needs while increasing productivity. Following are the key responsibilities:

- 1.Application Development.
- 2.Business Intelligence.
- 3.Enterprise Content & Document Management.
- 4.Portal and Collaboration.
- 5.Application Support & Maintenance.
- 6.Application Enhancement.
- 7.IT Transformation

b) Business Requirement Gathering:

To be actively involved in Business requirement process to understand and analyse properly the needs and requirements of business users to efficiently maintain applications / projects. Creating Prototype as per business requirement.

c) Customization and Maintenance

To efficiently customize and maintain new applications based on the Business requirements and analysis.

d) Application Testing

Testing applications before the UAT and deployment on production to make sure the application works well without any issues.

e) Documentation and user manuals for end users

Prepare and provide user manuals / documents to end users as a medium of help to them to use the application as it needs to be used in an easy and clear way.

f) Trainings and UAT after development

To provide well-organized training in a professional manner to the end users and ensure clear understanding from their side. To prepare the UAT environment and enable users to test the application from their prospective and their hands on the application to make sure it functions as per their needs, requirements, and overall satisfaction.

g) Post Live - Support

Provide support to end users in a professional manner and to help them resolve any issues being faced.

Desired Certification:

1. Exam 70-480: Programming in HTML5 with JavaScript and CSS3
2. Exam 77-419: Microsoft SharePoint 2013

Mobility Support:

- Chrome Browser
- Screen Size (Laptop/Desktop)

Type B [Sharepoint 2019 (Hybrid) and Online Environment]

Responsibility

- Understand specified/implicit Requirements and implement these
- Create prototypes, documentation
- Follow modular approach to break down complex logic
- Should be able to take decisions in selecting proper implementation logic
- Efficient debugging skills to debug own code
- Should be able to perform review of code developed by self/others
- Should be able to create Unit Test cases and Perform Unit level tests with efficiency and ensure minimum defect leakage
- Define and follow coding standards, guidelines, and best practices
- Should possess proficiency in the Languages used on the project
- Quick and Self learner to all new upgrades in current technology skill sets adopted by organization

Requirements:

- Should have good experience in designing SharePoint 2019/Online based complex applications.
- Good hands-on exposure to ReactJS, SPFX framework and Modern experience.
- Experience in SharePoint framework, building sites in hybrid environments, developing and administrating.
- SharePoint 2013 to SharePoint Online Migration, Tools such as Sharegate and Metalogix, Workflow tools like MS Flow and Power Apps.
- SharePoint 2013 /2016 Application experience.
- Should have good knowledge on SharePoint 2013 framework. Should be capable

of understanding SP 2013 based Web applications.

Technology Stack:

- Power Apps (Model Driven & Canvas Power Apps)
- Power automates/Flows.
- Prior web development experience specifically with modern web development stack and tools such as Node JS, React JS, Visual Studio Code etc.
- Sharepoint Framework (SPFX)
- Sharepoint 2019/Sharepoint Online

Preferred Certification:

- Power Platform Fundamentals
- Power Platform Developer Associate
- Power Automate RPA Developer Associate
- Power Platform Functional Consultant Associate
- Power Platform Solution Architect

Mobility Support:

- Chrome Browser
- Screen Size (Laptop/Desktop)
- Window App Store
- Team App
- Mobile App

Type C [React Developer]

Responsibility:

- Able to solve complex technical problems.
- Able to write robust front-end code to implement enterprise-class web applications.
- Ensure adherence to architecture standards, risk management and security policies.
- Communicate effectively and clearly.
- Participate in design reviews and provide inputs for design recommendations.
- Self-driven and ability to work with minimal direction and in a team to research innovative solutions to
- Challenging business/technical problems.
- Should have good knowledge of Web coding standards, security standards

Requirement:

- Experience with Scrum/Agile development methodologies.
- Capable of delivering on multiple competing priorities with little supervision.
- Excellent verbal and written communication and collaboration skills.
- Deep expertise is required in React JS with Typescript, HTML5, CSS3, Ajax, jQuery, Core JavaScript.
- Significant experience in utilizing RESTful API services.
- Ensure the technical feasibility of UI/UX designs

- Analyse existing software implementations to identify areas of improvement and provide deadline estimates for implementing new features
- Update and maintain documentation for team processes, best practices, and software runbooks
- Must be independent and comfortable in a fast-paced, ambiguous, and often multi-directional work environment
- Collaborating with git in a multi-developer team

Desired Technology Stack:

- Building complex, stateful components and SPA's using React and vanilla TypeScript
- Using Typescript to write strongly typed logic
- CSS, Flex layouts, Grid layouts
- Semantic and accessible HTML5
- Performant and airtight asynchronous code
- Automated unit and browser testing
- Strong written and oral communication skills
- Managing code with git

B. Total Resource Count:

Initially Team Size will be of 6 however Bank will have rights to change the resource based on Bank development requirement.

Resource Type	Designation	Count
Type A	Software Engineer	2
Type A	Senior Software Engineer	2
Type A	Team Lead	1
Type B	Power Platform Developer	1
Type C	React Developer	1

C. Development and Production Support

Support Hour:

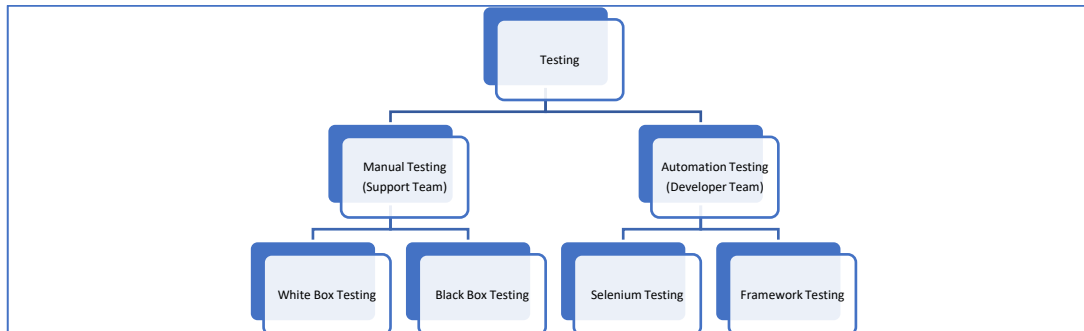
- Working Day - 8:00 AM to 8:00 PM (Monday to Friday)
- Weekend/Holiday - 9:00 AM to 6:00 PM

Support will include below activity:

- Acknowledgment and prioritization (P1/P2/P3) of reported issue
- Coordination with:
 - Database/Server/Security Team for Open Cases
 - Microsoft Support Team for Open Cases

- Internal Teams for reported issue
- Documentation for:
 - SAD (System Appreciation Document) for New Module
 - Reported Bug Fix and analysis document
 - Sharepoint related document with version control

Testing



Prioritization

- Priority Matrix:

Priority	Acknowledgement Time	Workaround	Closure
P1	30 Minutes	2 Hours	2 Working Day
P2	60 Minutes	4 Hours	3 Working Day
P3	2 Hours	2 Working Day	5 Working Day
P4	4 Hours	3 Working Day	10 Working Day

- Priority Queue: Priority will be decided on Priority Queue:
 - Business Urgency
 - No of Impacted Users
 - Availability of the Officers

Leave

- Resource Completed more than 1 year – 15 Leave
- Resource completed less than 1 year – 12 Leave
- All Regional Holiday applicable apart from Shift Roster

Resource Verification

- Employer Verification
- Police Verification

Work Location

- Work from Home /Office Location (Vendor) /Client Location

- Resource from category Type B and Type C will be given option of Work from Home /Office Location (Vendor). However, Bank can ask for Client location based on business requirement.
- Resource from category Type A will work on hybrid mode Work from Home /Office Location (Vendor) /Client Location.
- Support Resource should mandatory visit Client Location based on support roster for coordinating with EXIM and Zerone Team.
- EXIM Bank Office Time will be 9:30 AM to 6:30 PM

D. Tender Submission:

- Tender should be submitted in the prescribed format along with attested copies of the documents as stated in the application form. The Bank will consider only such applications that satisfy the all eligibility criteria. The last date for uploading of completed application form along with the requisite documents is October 1, 2022, by 1600 hrs.
- In evaluating the bids submitted by bidders, the price, and the ability to meet delivery requirements, quality of works and / or services, dependability shall normally be considered as a major selection criterion. In this connection, Bank may make necessary inquiries from the vendor's employers or inspect the site at work.
- Bank reserves the right to terminate the contract with 30 days' notice and without any financial implications if services are not found satisfactory.

Period of contract:

- The contract shall remain in force for all purpose for a period of three years subject to review of contract every year, extendable on mutual consent for a further period of one or more year on same terms & conditions. The Supply of Manpower contract will be for the period November 1, 2022, to October 31st, 2025. EXIM BANK reserves the right to terminate the contract at any time during the contract period by giving thirty days' notice in writing to the contractor(s) at their last known place of residence/business and the vendors shall not be entitled to any compensation by reason of such termination.
- EXIM BANK's decision under this clause shall be final, conclusive, and binding on the vendors and shall not be called in question. The rate revision will be done based on mutual consent.

Summary Termination

- In the event of the vendors having been adjudged insolvent or goes into liquidation or winding up their business or failing to observe any of the provisions of this contract or any of the terms and conditions governing the contract, EXIM BANK shall be at liberty to terminate the contract forthwith without prejudice to any other rights or remedies under the contract and to get the work done for the unexpired period of the contract at risk and cost of the vendors and to claim from the vendors any resultant loss sustained or cost incurred.

- The vendor shall be responsible to supply adequate staff under the contract in accordance with the instructions issued by an officer acting on behalf of Exim Bank. If the vendor fails to supply the requisite number of staff members Exim Bank at its entire discretion, without terminating the contract be at liberty to engage other personnel at the risk and cost of the vendor(s), who shall be liable to make good to EXIM BANK all additional charges, expenses, cost of losses that EXIM BANK may incur or suffer thereby. The vendor shall not however, be entitled to any gain, resulting from entrustment of the work to another party.

Liability of Vendor(s) for losses etc. suffered by Exim Bank

- The vendor(s) shall be liable for all costs, damages, expenses suffered or incurred by EXIM BANK due to the vendor's negligence and the unsatisfactory performance of any service under his contract or breach of any terms thereof or their failure to carry out the work with a view to avoid incurrence of damages etc. and for all damages or losses occurred to EXIM BANK or in particular to any property or plant belonging to EXIM BANK due to any act whether negligence or otherwise of the vendor(s) themselves or their employees. The vendor(s) shall also be liable for the interest at commercial lending rate on costs/damages/expenses. The decision of EXIM BANK regarding such failure of the vendor(s) and their liability for the losses, etc. suffered by EXIM BANK shall be final and binding on the vendor(s).
- EXIM BANK is entitled to claim for any damages, losses, charges, costs, or expenses suffered or incurred by them due to vendor(s) negligence's and unsatisfactory performance of services under the contract or breach of any terms thereof and adjust the same from the bills of the vendor directly. The total sum claimed shall be deducted from, any sum then due or which at any time hereafter may become due to the vendor(s) under this or any other contract with EXIM BANK.
- In the event of the sum which may be due from EXIM BANK, as aforesaid being insufficient, the balance of the total sum claimed and recoverable from the vendor(s). Should this sum also be not sufficient to cover the full amount claimed by EXIM BANK, the vendor shall pay to EXIM BANK on demand the remaining balance of the aforesaid sum claimed. EXIM BANK will be the sole judge determining after taking into consideration all the relevant circumstance, the quantum value of loss and also in regard to the liability of vendor (s) for such loss the amount to be recovered from them.
- In the event of the default on the part of the vendor(s) in providing manpower supply/and/or their failure to perform any of the services mentioned in this agreement efficiently and to the entire satisfaction of EXIM BANK or any officer acting on his behalf, EXIM BANK shall without prejudice to other right and remedies, under this agreement have the right to recover by way of compensation from the vendor a sum of rupees one thousand per day of default.

Set-Off

- Any sum of money due and payable to the vendor(s) under this contract may be appropriated by EXIM BANK and set off against any claim of EXIM BANK for the payment of any sum of money arising out of or under any other contract made by the vendor(s) with EXIM BANK.

Book Examination

- The vendor(s) shall, whenever required produce or cause to produce for examination by Exim Bank or any other officer authorized by him on his behalf any cost or other accounts book of accounts, vouchers, receipts, letters, memorandums or writings or any copy of or extract from any such document and also furnish information and returns, verified in such manner as may be required by the statutory authorities compliance/payment made to EPF/minimum wages etc. renewed license and any or all such documents desired by EXIM BANK.

Payment

Indicative list of statutory payments to be made in respect of personnel employed by the vendor under this contract are as under:

- Payment will be made by Exim Bank on submission of bills, duly supported by Attendance certificates, production of proof of payment of EPF/ESIC and other statutory payments in r/o the personnel engaged in EXIM BANK.
- The vendor should submit all his/their bill by the seventh of following month. Payment of which will be made through RTGS to the bank account of the Vendor only and withholding taxes, if any may be deducted by Exim Bank before making such payment. No advance payment will be made. TDS as applicable will be deducted from the invoice submitted. Vendor may submit the bill (Along with proof of all statutory compliances) after completion of the month, but payment will not be released until proof for payment to all personnel deployed at Exim Bank is submitted. In case of any leave to be taken by Resource, vendor has to provide a replacement with prior intimation to concerned Bank Officials. If the resource takes leave without notice, this would be considered as a one of case and vendor is to ensure that such a situation does not arise.

Law Governing the Contract/Dispute Resolution

- The contract will be governed by the Laws of India, for time being in force as amended from time to time. Any disputes arising out of this contract will be settled in the court of competent jurisdiction. The courts in Mumbai shall have exclusive jurisdiction to adjudicate the disputes arising under the contract.

Duties and Responsibilities of the Vendor

- The vendor shall carry out all items of services assigned or entrusted to him/them by, or an officer acting on behalf of Exim Bank and shall abide by all instructions issued to him/them from time to time by the said officer. They shall render the services to the satisfaction of the officer acting on behalf of Exim Bank together with ancillary and incidental duties, service and operations as may be indicated by the said officer(s) and are not inconsistent with the terms & conditions of the contract. The vendor shall always be bound to act with responsible delegacy and in a business-like manner and to use such skill as expected of men of ordinary prudence in the conduct of their activities.

- The vendor shall engage competent, adequate staff to the satisfaction of the Exim Bank or an officer acting on its behalf. The vendor shall be responsible for the good conduct of their employees and shall compensate EXIM BANK for losses arising from neglect, carelessness, want of skill or misconduct of themselves, their servant or agents or representatives. Exim Bank shall have the right to ask the dismissal of any employee of vendors who in his opinion is hampering the smooth execution of the work and his decision regarding losses caused by neglect and misconduct etc. of the vendors, staff, and agents.
- The vendors shall strictly abide by Laws, rules & Regulation.
- If the vendor fails to comply with statutory/legal requirement, as stipulated in the terms & conditions of the tender within two months from the award of contract, the contract is liable to be terminated with one month's notice.
- Procedure for monitoring attendance and movement of outsourced staff in staff in Bank's Premises.
 - The agencies/service provider will be notified to issue valid photo identity cards to each of their respective outsourced manpower. A copy of the same will be submitted to the Bank along with their staff's local residence proof & contact details.
 - All outsourced person will be required to register their attendance (In/Out timing). The attendance register will be maintained with security staff on 21st & 24th floor at H.O.
 - Security staff will verify the badges and only then permit entry to premises.
 - Security staff will be authorized to verify identity badges/visitor badges, frisk bags/belongings of outsourced persons and take necessary action against defaulters.
 - The agencies/service provider will inform the Bank well in advance for any temporary/permanent replacements of the outsourced staff.
 - The outsourced person should strictly adhere to all the security, conduct and discipline norms of the Bank and changes in the same as and when amended

E. Technical Evaluation Stage

No of Profiles Submission:

Resource Type	Designation	Count (Minimum)	Count (Maximum)
Type A	Software Developer	No of Resource *2	No of Resource *5
	Senior Software Developer	No of Resource *2	No of Resource *5
	Team Lead	No of Resource *2	No of Resource *5
Type B	Power Platform Developer	No of Resource *2	No of Resource *5
Type C	React Developer	No of Resource *2	No of Resource *5

Table 1

No of Resources:

Resource Type	Designation	Count
Type A	Software Engineer	2
Type A	Senior Software Engineer	2
Type A	Team Lead	1
Type B	Power Platform Developer	1
Type C	React Developer	1

Table 2

1. Minimum number of profiles are mandatory as per **Table 1**.
2. Bidders needs to submit the number of profiles for each category on or before the last date for the submission of profiles as per **Appendix I**.
3. The overall score (Type A + Type B + Type C) for evaluating the bidder would be 100 marks, out of which 60 marks is for the technical interview, 30 marks for No of Profile and 10 marks is for the deployment time. The breakup for the 100 marks, which is allocated for the Technical Evaluation is given in the table below:

Technical Evaluation:

Scoring Parameters	Weightage	Total Marks Out of 100	Cut-Off Marks
No of Profile Submitted (N)	30%	30	15
Resource Deployment Time	10%	10	5
Technical Evaluation (Resume and Competency Sheet based evaluation)	60 %	60	30
Total	100 %	100	65

Table 3

- 10 Marks for deployment Time < 31 Days
- 7 Marks for deployment Time < 61 Days
- 5 Marks for deployment Time < 91 Days
- 0 Marks for Other

Example Technical Evaluation:

➤ Sample Calculation

Designation (Max 6 Marks/Designation)	C1 Count	C2 Count	C3 Count	C1 Marks	C2 Marks	C3 Marks
Software Developer	6	8	7	4.5	6	5.25
Senior Software Developer (Max 6 Marks)	7	8	10	4.2	4.8	6
Team Lead	2	3	4	3	4.5	6
Power Platform Developer	4	3	2	6	4.5	3
React Developer	4	2	3	6	3	4.5
Total	23	24	26	23.7	22.8	24.75

- Where C1, C2 and C3 are bidders.

F. Financial Bid Evaluation Process

The proposal with the lowest financial Bid will be given the maximum score of 100 points. The formula for calculating the financial scores is $S_f = 100 * F_m / F$.

Where

$S_f \leftarrow$ Financial Score

$F_m \leftarrow$ Lowest Price

$F \leftarrow$ Price of the Bid under consideration

$S_t \leftarrow$ Technical Score

G. Final Selection

The weights to be given to technical and financial Bids are:

- Technical T = 80%
- Financial F = 20%

The combined score (S) will be calculated as follows:

$$S = 0.8 * S_t + 0.2 * S_f$$

The Bidder whose combined score is the highest will be referred to as 'L1'.

Note:

- Negotiations, if considered necessary, shall be held only with L1 i.e., the successful Bidder after combined evaluation of the Technical Bid and financial Bid, as indicated above. In case of a tie in the final combined technical and financial score, the Bidder with higher technical score will be invited for negotiation and selection first. Under no circumstance, the financial negotiation shall result into an increase in the price originally quoted by the successful Bidder.
- The successful bidder must execute Non-Disclosure Agreement (NDA) as per **Annexure VI** and SLA (Service Level Agreement) as per Banks Terms and Conditions.
- The Successful bidder must execute Performance Bank Guarantee (PBG) as per **Annexure XIV**.

ANNEXURE I

INSTRUCTIONS TO BIDDERS

1.0	Location
	Export-Import Bank of India, 21st Floor, Centre One Building, World Trade Center, Cuffe Parade, Mumbai 400 005, and Regional Offices in pan India
	a. Tenderers must get acquainted with the proposed work, specifications, conditions of contract and other conditions carefully before tendering. The Tenderer shall email clarifications up to 2 days before pre bid meeting.
2.0	Any printing or typographical errors /omission in tender document shall be referred to EXIM Bank and their interpretation regarding correction shall be final and binding on Service Provider.
3.0	Transfer of Tender Documents
	Transfer of tender documents purchased by one intending Bidder to another is not permitted
4.0	Rates
	The EXIM Bank is not concerned with any rise or fall in the product prices during price validity period of 180 days from tender opening date.
5.0	Payments
	The payment will be made within 30 days after delivery/installation and submission of original invoices either in Hard copy or digitally signed invoices.
6.0	Obligations of Successful Bidder
	a. The successful bidder must deploy and configure all the components, services, and licenses to make solution complete.
	b. The successful bidder shall deploy their own trained and experienced engineers for implementing, managing, and maintaining the system.
	c. Whenever any new threats / vulnerabilities become public, the bidder/successful bidder shall bring this to the notice of the Bank immediately and help/guide the Bank in plugging the same. Once the call has been attended, successful bidder

	<p>engineers shall put their maximum efforts and deploy their best resources to resolve all calls at the earliest possible time frame at all locations and ensure appropriate uptime.</p> <p>d. The bidder/successful bidder to ensure that during implementation of complete, the critical services hosted at EXIM BANK shall not face any downtime due to security breach, security incident, improper configuration of security units/ appliances/ components</p>
7.0	Signing of the contract
	<p>a. The successful Bidder may be required to execute a non-disclosure agreement (NDA) and Service Level Agreement (SLA) with Exim Bank within 30 days from the date of receipt of the notice of acceptance of tender. In the event of failure on the part of the successful Bidder to sign the agreement in the above- stipulated period, the EXIM Bank may cancel the order. The bidder has to bear all expenses required towards stamp duty / charges required for Agreements.</p>
	<p>b. Until the Agreement is formally signed, the Work Order / Letter of Acceptance of Tender issued to the successful Bidder and accepted by him may be operative and binding on the EXIM Bank of India and the Service Provider.</p>
8.0	On acceptance of the tender, the name of the accredited representatives of the Bidder who would be responsible for taking instructions from EXIM Bank shall be mentioned by the Bidder.
9.0	If so, decided EXIM Bank reserves the right to appoint PMC (Project Management Consultant) or any other agency to get the quality of works checked, measurements recorded, including certification of bills etc.
10.0	The EXIM Bank has the right to reduce or increase the scope of work. The Bank may give 3 months' notice period for termination of contract if service is not satisfactory to the Bank.
11.0	Notices to local bodies
	The Bidder shall comply with and give all notices required under any law, rule, regulations or bye laws of parliament, state legislature or local authority relating to works.

I/We hereby declare that I/We have read and understood the above instructions for the guidance of the Bidders.

Sign:

Date:

Place

E-TENDERING PROCESS COMPLIANCE STATEMENT

The following terms and conditions are deemed as accepted by you for participation in the bid event (Tender Ref: **EXIM/RFP/2022-23/16**)

1. The price once submitted cannot be changed.
2. Technical and other non-commercial queries (not impacting price) can be routed to the respective contact personnel of the EXIM Bank indicated in the tender document. Bidding process related queries could be addressed to M/s E-Procurement Technologies Ltd personnel indicated in the tender document.
3. Inability to bid due to glitch in telephone lines, Internet response issues, software or hardware hangs will not be the responsibility of M/s E-Procurement Technologies Ltd or the EXIM Bank. However, M/s E-Procurement Technologies Ltd, shall make every effort to ensure availability of technology resources to enable continuous bidding.
4. M/s E-Procurement Technologies Ltd does not take responsibility beyond the bid event. Order finalization and post order activities would be transacted directly between bidder and the EXIM bank.
5. Bids once made cannot be withdrawn or modified under any circumstances.
6. The EXIM Bank reserves the right to extend or reschedule or annul the e-tender process.
7. The bidders are advised to visit <https://eximbankindiatenders.procuretiger.com> for any corrigendum etc.

I / We have read, understood and agree to abide by the e-tendering process compliance statement.

Date:

Organization Name:

Designation:

UNDERTAKING FROM THE BIDDER

(To be submitted on Contractor's own Letterhead)

To,
Mr. Kiran Patil
Deputy General Manager
Export- Import Bank of India, 21st Floor, Centre One,
World Trade Centre,
Cuffe Parade, Mumbai 400 005

Dear Sir,

Ref: E-Tender For Supply of SharePoint (2013 On Premise, 2019 Hybrid) Resources for Export-Import Bank of India.

Ref. No: EXIM/RFP/2022-23/16

I / we further agree to execute and complete the work within the time frame stipulated in the tender scope of document. I / we agree not to employ Sub-Service Providers without the prior approval of the EXIM Bank. I / We agree to pay Sales Tax, Works Contract Tax, Excise Tax, octroi, LBT, VAT, GST, Duties, all Royalties, and all other applicable taxes prevailing and be levied from time to time on such items for which the same are liable and the rates quoted by me/us are Exclusive of the same.

I / we understand that you are not bound to accept the lowest tender or bound to assign any reasons for rejecting our tender. We unconditionally agree Exim Bank's preconditions as stipulated in the tender documents and empanelment process.

I / We agree that in case of my/our failure to execute work in accordance with the specifications and instructions received from the Exim Bank, during the course of the work, Exim Bank reserves the right to terminate my contract.

Yours truly,

Seal and Signature of the Bidder/s not required since the document is digitally signed.

Place:

Date:

Name:

Designation:

Seal:

SELF - DECLARATION FOR COMPLIANCE

(On Company Letterhead)

I < **Name**> working as < **Designation**> in < *M/s. Company Name* > hereby declare that I am entrusted with the responsibility of ensuring compliance with various laws applicable to the company in the Administration of business and affairs of the company.

After having examined and considered all relevant information and based on the information furnished by the concerned officers, I, do hereby certify that.

1. My company complied with all applicable laws, enactments, orders, rules, regulations, and other statutory requirements of the Central Govt. Of India, State Govt. and other statutory and local authorities concerning the business and affairs of the company.
2. Paid all applicable statutory dues on due dates.
3. Maintain proper registers, records, documents, and books and filed proper returns, forms and statements and furnished necessary particulars to the relevant authorities.
4. Not done or committed any act or entered into any transactions in violation of any statutory provisions.
5. My company shall strictly follow and complied to Export Import Bank of India's policies, procedures and security measures during contract period.
6. My company will produce all documents for verification process as per Exim Bank's requirement and various audit compliance.

Date:

Place:

Authorised Signatory Name:

Designation:

Company Seal:

ANNEXURE V

ELIGIBILITY CRITERIA OF THE BIDDER

Following format has to be filled by the Bidder and has to be submitted along with technical bid and relevant documentary proof.

Sr. No.	Eligibility Criteria
1.	The Bidder should be a registered company in India. The Bidder should be reputed IT company having existence in India for at least five years as on 10.09.2022 and having branch/office in Mumbai. Upload company incorporation certificate.
2.	The vendor should be having last 3-year average annual turnover should be 50 crore and above. Upload Audited Balance sheet for FY 2019-20, FY 2020-21, and FY 2021-22
3	The Bidder should not have been blacklisted by any Government department/PSU/PSE or banks. Upload Self-declaration in company letter head signed by CEO/MD of the Company.
4	Bidder should have experience in SharePoint 2013/2019/ Online implementation. Vendor should have executed minimum 5 SharePoint project implementation. Upload Purchase order/Contract Award document/Agreement.
5	The vendor should have ISO 9001:2015 or CMM level 3/5 and above certification. The certification should be valid as on tender submission date. Upload scan copy of certificate.
6.	The bidder should also execute Integrity Pact (IP) as per Annexure. Tender participation is eligible after accepting IP contract terms. (Upload sealed and signed copy of IP as a token of acceptance).

Note:

- Bidder should submit documentary evidence in respect of all above mentioned criteria while submitting the proposal. Proposal of bidder who do not fulfil the above criteria or who fail to submit documentary evidence to the satisfaction would be rejected.
- Bidders fulfilling the Minimum Eligibility Criteria will only be considered for further technical evaluation.

NON-DISCLOSURE AGREEMENT

This Agreement is made on the _____ day of _____ by and between

_____, (an _____ incorporated under the _____) having its office at _____ (hereinafter referred to as “_____” or the “**Receiving Party**”, which expression unless repugnant to the context or meaning thereof be deemed to include its successors and assigns) of the **ONE PART**;

AND

Export-Import Bank of India, a corporation established under the Export-Import Bank of India Act, 1981 and having its Head Office at Floor 21, Centre One Building, World Trade Centre Complex, Cuffe Parade, Mumbai 400 005 and one of its Regional Office at _____ hereinafter referred “EXIM” or “**Disclosing Party**”) which expression unless repugnant to the context or meaning thereof be deemed to include its successors and assigns) of the **OTHER PART**.

_____ & EXIM are hereinafter collectively referred to as the “**Parties**” and individually as a “**Party**”.

WHEREAS

The Parties intend to engage in a business relationship which includes _____. In the course of such business relationship, it is anticipated that EXIM may disclose or deliver to _____ certain or some of its trade secrets, policies, technical and business information, pricing, financial analysis, customer names, customer list, customer data or any other confidential or proprietary information, for the purpose of _____ (hereinafter referred to as “**the Purpose**”).

**NOW, THEREFORE, THIS AGREEMENT WITNESSETH AND IT IS HEREBY
AGREED BY AND BETWEEN THE PARTIES HERETO AS FOLLOWS:**

1. **Confidential information:** For the purposes of this Agreement, “Confidential Information” means any and all information or data that is proprietary to the Disclosing Party and not generally known to the public, whether in tangible or intangible form, in whatever medium provided by the Disclosing Party to the Receiving Party or its representative(s) in connection with the Purpose and the business transacted/to be transacted between the Parties. Confidential Information shall include any copy, abstract, sample, notes or module thereof.

The Receiving Party shall use the Confidential Information solely for and in connection with the Purpose.

Notwithstanding the foregoing, “Confidential Information” shall not include any information which the Receiving Party can show: (a) is now or subsequently becomes legally and publicly available without breach of this Agreement by the Receiving Party, (b) was rightfully in the possession of the Receiving Party without any obligation of confidentiality prior to receiving it from the Disclosing Party and can be shown by documentary evidence in support thereof, (c) was rightfully obtained by the Receiving Party from a source other than the Disclosing Party without any obligation of confidentiality and can be shown by documentary evidence in support thereof, (d) was developed by or for the Receiving Party independently and without reference to any Confidential Information and such independent development can be shown by documentary evidence, or (e) is disclosed pursuant to an order of a court or governmental agency as so required by such order, provided that the Receiving Party shall endeavour to, unless prohibited by law or regulation, promptly notify the Disclosing Party of such order and afford the Disclosing Party the opportunity to seek appropriate protective order relating to such disclosure.

2. **Non-disclosure:** The Receiving Party shall not commercially use or disclose any Confidential Information to any other person or entity other than persons in the direct employment of the Receiving Party who have a

need to have access to and knowledge of the Confidential Information solely for the Purpose authorized above. The Receiving Party may with prior written permission of the Disclosing Party, disclose the Confidential Information to its affiliates, consultants, advisors and such other persons who have a need to have access to and knowledge of the Confidential Information solely for the Purpose authorized above, subject to their entering into an agreement containing terms and conditions no less restrictive than as set out in this Agreement. The Receiving Party agrees to notify the Disclosing Party immediately if it learns of any use of disclosure of the Disclosing Party's Confidential Information in violation of the terms of this Agreement. The Receiving Party undertakes to take full responsibility for the Confidential Information given to their Consultants, Advisors, Affiliates and other persons referred in above and consequently any breach by such Consultants, Advisors Affiliates and other persons referred in above shall be treated as breach by the Receiving Party and accordingly will be liable to the Disclosing Party.

3. **Publications:** Neither Party shall make news releases, public announcements, give interviews, issue or publish advertisements or publicize in print or electronic media or any other manner whatsoever in connection with this Agreement, the contents/provisions thereof, other information relating to this Agreement, the Purpose, the Confidential Information or other matter of this Agreement, without the prior written approval of the other Party.
4. **Term:** This Agreement shall be effective from the date hereof and shall continue till the earlier to occur of (i) the expiration of 1 (one) year from the date of this Agreement unless renewed by both the parties in writing and (ii) till expiration or termination of this Agreement due to cessation of the business relationship between _____ and EXIM. However, the confidentiality obligations shall survive the termination of this Agreement. Upon expiration or termination as contemplated herein the Receiving Party shall immediately, cease any and all disclosures or uses of the Confidential

Information and at the request of the Disclosing Party promptly return or destroy all written, graphic or other tangible forms of the Confidential information and all copies, abstracts, extracts, samples, notes or modules thereof. That portion of the Information which consists of analyses, compilations, studies or other documents or data prepared by the Receiving Party or its representatives, will continue to be held by the Receiving Party and will be treated as confidential.

5. **Title and Proprietary Rights:** Notwithstanding the disclosure of any Confidential Information by the Disclosing Party to the Receiving Party, the Disclosing Party shall retain title and all intellectual property and proprietary rights in the Confidential Information. No license under any trademark, patent or copyright, or application for same which are now or thereafter may be obtained by such Party is either granted or implied by the conveying of Confidential Information. The Receiving Party shall not conceal, alter, obliterate, mutilate, deface or otherwise interfere with any trademark, trademark notice, copyright notice, confidentiality notice or any notice of any other proprietary right of the Disclosing Party on any copy of the Confidential Information, and shall reproduce any such mark or notice on all copies of such Confidential Information. Likewise, the Receiving Party shall not add or emboss its own or any other any mark, symbol or logo on such Confidential Information.
6. **Return of Confidential Information:** Upon written demand of the Disclosing Party, the Receiving Party shall (i) cease using the Confidential Information,
(ii) return the Confidential Information and all copies, abstract, extracts, samples, notes or modules thereof to the Disclosing Party within seven (7) days after receipt of notice, and (iii) upon request of the Disclosing Party, certify in writing that the Receiving Party has complied with the obligations set forth in this agreement.
7. **Remedies:** Both parties acknowledge that the Confidential

Information to be disclosed hereunder is of a unique and valuable character, and that the unauthorized dissemination of the Confidential Information would destroy or diminish the value of such information. The Receiving Party acknowledges that if the Receiving Party fails to comply with any of its obligations hereunder, the Disclosing Party may suffer immediate, irreparable harm for which monetary damages may not be adequate. The Receiving Party agrees that, in addition to all other remedies provided at law or in equity, the Disclosing Party shall be entitled to injunctive relief hereunder.

8. **Entire Agreement, Amendment, and Assignment:** This Agreement constitutes the entire agreement between the Parties relating to the matters discussed herein and supersedes any and all prior oral discussions and/or written correspondence or agreements between the Parties. This Agreement may be amended or modified only with the mutual written consent of the Parties. Neither this Agreement nor any right granted hereunder shall be assignable or otherwise transferable.
9. **Notices:** Any notice or other communication under this Agreement shall be in writing and shall be delivered personally, or sent by pre-paid first-class post or recorded delivery or by commercial courier or by electronic mail, to a party at its address as set out below:

Disclosing Party: Export – Import Bank of India

Receiving Party: _____

or as otherwise specified by a party by notice in writing to the other party.

Any notice or other communication shall be deemed to have been duly received:

- i. if delivered personally, when left at the address and for the contact referred to in this clause; or
- ii. if sent by pre-paid first-class post or recorded delivery, at 11.00 am on the fourth business day after posting; or

- iii. if delivered by commercial courier, on the date and at the time that the courier's delivery receipt is signed; or
- iv. if sent by an electronic mail, on the day of receipt, if received before 11.00 a.m on a business day, or otherwise on the first business day after receipt.

10. **Governing Law and Jurisdiction:** The provisions of this Agreement shall be governed by the laws of India and the parties submit to the jurisdiction of courts/tribunals at Mumbai.

11. **General:** The Receiving Party shall not reverse-engineer, decompile, disassemble or otherwise interfere with any Confidential Information disclosed hereunder.

All Confidential Information is provided on “as is” basis. In no event shall the Disclosing Party be liable for the inaccuracy or incompleteness of the Confidential Information. None of the Confidential Information disclosed by the Parties constitutes any representation, warranty, assurance, guarantee or inducement by either Party to the other with respect to the fitness of such Confidential Information for any particular purpose or infringement of trademarks, patents, copyrights or any right of third persons. Each party agrees to maintain and go by all the extant laws, regulatory guidelines and such other similar regulations.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first above written.

Disclosing Party
Party

Receiving

By_____

By_____

Name:

Name:

Title:

Title:

INTEGRITY PACT

Between

Export-Import Bank of India (EXIM BANK) hereinafter referred to as **“The Principal”**,

And

..... hereinafter referred to as **“The Bidder/ Contractor”**

Preamble

The Principal intends to award, under laid down Organizational procedures, contract/s for “E-Tender For Supply of SharePoint (2013 On Premise, 2019 Hybrid) Resources for Export-Import Bank of India”. The Principal values full compliance with all relevant laws of the land, rules, regulations, economic use of resources and of fairness / transparency in its relations with its Bidder(s) and / or Contractor(s).

In order to achieve these goals, the Principal will appoint Independent External Monitors (IEMs) who will monitor the tender process and the execution of the contract for compliance with the Principles mentioned above.

Section 1 - Commitments of the Principal

- (1) The Principal commits itself to take all measures necessary to prevent corruption and to observe the following principles: -
 - a. No employee of the Principal, personally or through family members, will in connection with the tender for , or the execution of a contract, demand; take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.
 - b. The Principal will, during the tender process treat all Bidder(s) with equity and reason. The Principal will in particular, before and during the tender process, provide to all Bidder(s) the same information and will not provide to any Bidder(s) confidential / additional information through which the Bidder(s) could obtain an advantage in relation to the tender process or the contract execution.
 - c. The Principal will exclude from the process all known prejudiced persons.
- (2) If the Principal obtains information on the conduct of any of its employees which is a criminal offence under the IPC/PC Act, or if there be a substantive Suspicion in this regard, the principal will inform the Chief Vigilance Officer and in addition can initiate disciplinary actions.

Section 2 - Commitments of the Bidder(s)/ Contractor(s)

- (1) The Bidder(s) / Contractor(s) commits themselves to take all measures necessary to prevent corruption. The Bidder(s) / Contractor(s) commits

themselves to observe the following principles during participation in the tender process and during the contract execution.

- a. The Bidder(s)/ Contractor(s) will not, directly or through any other person or firm, offer, promise or give to any of the Principal's employees involved in the tender process or the execution of the contract or to any third person any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the tender process or during the execution of the contract.
 - b. The Bidder(s)/ Contractor(s) will not enter with other Bidders into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelization in the bidding process.
 - c. The Bidder(s)/ Contractor(s) will not commit any offence under the relevant IPC/PC Act; further the Bidder(s)/ Contractor(s) will not use improperly, for purposes of competition or personal gain, or pass on to others, any information or document provided by the principal as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.
 - d. The Bidder(s)/ Contractors(s) of foreign origin shall disclose the name and address of the Agents/representatives in India, if any. Similarly, the Bidder(s)/ Contractors(s) of Indian Nationality shall furnish the name and address of the foreign principals, if any.
 - e. The Bidder(S)/ Contractor(s) will, when presenting their bid, disclose an any and all payment made, are committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract.
 - f. Bidder(s)/Contractor(s) who have signed the Integrity Pact shall not approach the Courts while representing the matter to IEMs and shall wait for their decision in the matter.
- (2) The Bidder(s)/ Contractor(s) will not instigate third person to commit offences outlined above or be an accessory to such offences.

Sanction 3 - Disqualification from tender process and exclusion from future contracts

If the Bidder(s)/ Contractor(s), before award or during execution has committed a transgression through a violation of Section 2, above or in any other form such as to put their reliability or credibility in question, the

Principal is entitled to disqualify the bidder(s)/ Contractors(s) from the tender process.

Sanction 4 – Compensation for Damages

- (1) If the principal has disqualified the Bidder(s) from the tender process prior to the award according to Section 3, the principal is entitled to demand and recover the damages equivalent to Earnest Money Deposit/Bid Security.
- (2) If the Principal has terminated the contract according to Section 3, or if the principal is entitled to terminate the contract according to Section 3, the principal shall be entitled to demand and recover from the Contractor liquidated damages of the Contract value or the amount equivalent to Performance Bank Guarantee.

Section 5 - Previous transgression

- (1) The Bidder declares that no previous transgressions occurred in the last three years with any other Company in any country conforming to the anti-corruption approach or with any Public Sector Enterprise in India that could justify his exclusion from the tender process.
- (2) If the Bidder makes incorrect statement on this subject, he can be disqualified from the tender process.

Section 6 — Equal treatment of all Bidders / Contractors / Subcontractors

- (1) In ease of Sub-contracting, the Principal Contractor shall take the responsibility of the adoption of Integrity Pact by the Sub-contractor.
- (2) The Principal will enter into agreements with identical conditions as this one with all Bidders and Contractors.
- (3) The Principal will disqualify from the tender process all bidders who do not sign this Pact or violate its provisions.

Section 7 - Criminal charges against violating Bidder(s) / Contractor(s) / Subcontractor(s)

If the Principal obtains knowledge of conduct of a Bidder, Contractor or Subcontractor, or of an employee or a representative or an associate of a Bidder, Contractor or Subcontractor which constitutes corruption, or if the principal has substantive suspicion in this regard, the Principal will inform the same to the Chief Vigilance Officer.

Section 8 - Independent External Monitor

- (1) The Principal has appointed competent and credible Independent External Monitor for this Pact after approval by Central Vigilance Commission. Names and Addresses of the Monitors are given below;

Mrs. Anita Chaudhary IAS (Retd.), Block T, 28/11, DLF III, Gurgaon-122002 Email: IEM@eximbankindia.in	Mrs. Rajni Sekhri Sibal IAS(Retd.), House No-G-9, Second Floor, Maharani Bagh, New Delhi-110065 Email: IEM@eximbankindia.in
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The task of the Monitor is to review independently and objectively, whether and to what extent the parties comply with the obligations under this agreement.

- (2) The Monitor is not subject to instructions by the representatives of the parties and performs his/her functions neutrally and independently. The Monitor would have access to all Contract documents, whenever required. It will be obligatory for him / her to treat the information and documents of the Bidders/Contractors as confidential. He/ she reports to the Managing Director (MD), EXIM BANK.
- (3) The Bidder(s)/Contractor(s) accepts that the Monitor has the right to access without restriction to all Project documentation of the Principal including that provided by the Contractor. The Contractor will also grant the Monitor, upon his/her request and demonstration of a valid interest, unrestricted and unconditional access to their project documentation. The same is applicable to Sub-contractors.
- (4) The Monitor is under contractual obligation to treat the information and documents of the Bidder(s)/ Contractor(s)/ Sub-contractor(s) with confidentiality. The Monitor has also signed declarations on 'Non-Disclosure of Confidential Information' and of 'Absence of Conflict of Interest'. In case of any conflict of interest arising later, the IEM shall inform Managing Director (MD), EXIM BANK and recuse himself / herself from that case.
- (5) The Principal will provide to the Monitor enough information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the Principal and the Contractor. The parties offer to the Monitor the option to participate in such meetings.
- (6) As soon as the Monitor notices, or believes to notice, a violation of this agreement, he/she will so inform the Management of the Principal and request the Management to discontinue or take corrective action, or to take other relevant action. The monitor can in this regard submit non-binding recommendations. Beyond this,

the Monitor has no right to demand from the parties that they act in a specific manner, refrain from action or tolerate action.

- (7) The Monitor will submit a written report to the Managing Director (MD), EXIM BANK within 8 to 10 weeks from the date of reference or intimation to him by the Principal and, should the occasion arise, submit proposals for correcting problematic situations.
- (8) If the Monitor has reported to the Managing Director (MD), EXIM BANK, a substantiated suspicion of an offence under relevant IPC/ PC Act, and the Managing Director (MD), EXIM BANK has not, within the reasonable time taken visible action to proceed against such offence or reported it to the Chief Vigilance Officer, the Monitor may also transmit this information directly to the Central Vigilance Commissioner.
- (9) The word '**Monitor**' would include both singular and plural.

Section 9 - Pact Duration

This Pact begins when both parties have legally signed it. It expires for the Contractor 12 months after the last payment under the contract, and for all other Bidders 6 months after the contract has been awarded. Any violation of the same would entail disqualification of the bidders and exclusion from future business dealings.

If any claim is made / lodged during this time, the same shall be binding and continue to be valid despite the lapse of this pact as specified above, unless it is discharged / determined by Managing Director (MD) of EXIM BANK.

Section 10 - Other provisions

- (1) This agreement is subject to Indian Law. Place of performance and jurisdiction is the Registered Office of the Principal, i.e. Mumbai.
- (2) Changes and supplements as well as termination notices need to be made in writing. Side agreements have not been made.
- (3) If the Contractor is a partnership or a consortium, this agreement must be signed by all partners or consortium members.
- (4) Should one or several provisions of this agreement turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties will strive to come to an agreement to their original intentions.
- (5) Issues like Warranty / Guarantee etc. shall be outside the purview of IEMs.
- (6) In the event of any contradiction between the Integrity Pact and its Annexure, the Clause in the Integrity Pact will prevail.

(For & On behalf of the Principal)
(Office Seal)

For & On behalf of Bidder/Contractor)
(Office Seal)

Place _____

Date _____

Witness 1:

(Name & Address)

Witness 2:

(Name & Address)

ANNEXURE VIII

STATEMENT OF NIL DEVIATIONS

(To be submitted in the Bidder's letterhead)

To,

Mr. Kiran Patil,
Deputy General Manager,
Export- Import Bank of India, 21st Floor, Centre One,
World Trade Centre,
Cuffe Parade, Mumbai 400 005

Re: Tender RFP Ref: **EXIM/RFP/2022-23/16**

Dear Sir,

There are no deviations (nil deviations) from the terms and conditions of the tender. All the terms and conditions of the tender are acceptable to us.

Yours faithfully,

(Authorized Signatory of Bidder)

Date:

(Company Seal)

Letter of Competence Format

[To be executed on a non-judicial stamp paper]

Letter of Competence for Quoting against EXIM BANK's RFP No.

This is to certify that we [Insert name of Bidder], Address... are fully competent to undertake and successfully deliver the scope of services mentioned in the above RFP. This recommendation is being made after fully understanding the objectives of the project and requirements like experience etc.

We certify that the quality and number of resources to be deployed by us for implementation will be adequate to implement the connectivity expeditiously and correctly and provide the services professionally and competently.

We also certify that all the information given by in response to this RFP is true and correct.

Authorised Signatory of the Bidder

Date:

Annexure X

PRE-BID QUERY FORMAT

Bidder's request for Clarification - to be submitted minimum of two days before pre-bid meeting.

If, bidder, desiring to respond to RFP for “E-Tender For Supply of SharePoint (2013 On Premise, 2019 Hybrid) Resources for Export-Import Bank of India”, require any clarifications on the points mentioned in the RFP may communicate with EXIM Bank using the following format.

All questions received at least two days before the pre-bid meeting (pre-bid meeting will be held online. Online Meeting details will be shared with interested bidders whose pre-bid queries received 2 days before pre bid meeting) will be formally responded to and questions/points of clarification and the responses will be circulated to all participating bidder if required.

The source (identity) of the bidder seeking points of clarification will not be revealed. Alternatively, Export-Import Bank of India may at its discretion, answer all such queries in the Pre-bid meeting.

Bidder's Request For Clarification (E-Tender For Supply of SharePoint (2013 On Premise, 2019 Hybrid) Resources for Export-Import Bank of India)		
To be emailed to:	shushant.v@eximbankindia.in kiran@eximbankindia.in	
Name of Organisation submitting request	Name & position of person submitting request	Full formal address of the organisation including phone, fax and email points of contact
		Email:
		Tel/Mobile:
Page Number	Point Number	Query description

Name and signature of authorised person issuing this

1. In case of multiple queries, the contact details need not be repeated, and only last two rows of the above format (table) are to be furnished for the subsequent queries.
2. Please use email or softcopy.

Annexure-XI

Customer Satisfaction Letter

[On client letter head]

Date:

To whom-so-ever it may concern

Project Name :

Ref: PO No. _____ dated ._____

With reference to the above-mentioned Purchase Order for
_____ by, M/s
_____ has successfully completed the implementation
on DD MM YYYY.

The brief scope of Services includes:

- 1>
- 2>
- 3>

Major Points/Deliverable of the Project

- 1>
- 2>
- 3>

We observed their services are satisfactory.

This certificate is issued on the request of **M/s Bidder Company Name**

For : Client Name

Name and Designation:

Contact Number:

Annexure-XII

COMMERCIAL PROPOSAL

Manpower Type	Rate Per Month Per Resource (Exclusive of all taxes and duties)	Resource Count	Total Cost (Monthly Exclusive of all taxes and duties)
Type A- Software Engineer		2	
Type A- Senior Software Engineer		2	
Type A- Team Lead		1	
Type B- Power Platform Developer		1	
Type C- React Developer		1	
Total		7	

- Annual increment in the range of 5-10 % will be decided by Bank only subject to satisfactory performance of services.
- Bank may increase/decrease resources as per the requirement of the Bank.
- In case of additional resource existing rate will be enforced with same terms and conditions.

Disclaimer

This Tender is not an offer by the Bank, but an invitation to receive offer from vendors. No contractual obligation whatsoever shall arise from the tender process unless and until a formal contract is signed and executed by duly authorized Officers of the Bank with the vendor.

BANK GUARANTEE FOR EMD

(To be stamped in accordance with Stamp Act)

The non-judicial stamp paper should be in the name of issuing Bank

Ref..... Bank Guarantee No.....
Date.....

To
Export-Import Bank of India,
Floor No.21, World Trade Centre Complex, Cuffe Parade, Mumbai-
400025

Dear Sirs,

1. In accordance with Invitation to Bid under your Specification No..... M/s..... having its Registered/Head Office at..... (here in after called the 'Bidder') wish to participate in the said Bid or..... and you, as a special favour have agreed to accept an irrevocable and unconditional Bank Guarantee for an amount of..... valid up to on behalf of Bidder in lieu of the Bid deposit required to be made by the Bidder, as a condition precedent for participation in the said Bid.
2. We, the Bank at (Local address) having our Head office at guarantee and undertake to pay immediately on demand by Export-Import Bank of India, the amount of (In words & figures) without any reservation, protest, demur, and recourse. Any such demand made by said 'Owner' shall be conclusive and binding on us irrespective of any dispute or difference raised by the Bidder.
3. This guarantee will not be discharged due to the change in the constitution of the Bank or the Supplier(s)/Service Provider(s).
4. Notwithstanding anything contained hereinabove:
 - (1) Our liability under this guarantee is restricted to `..... (In words & figures).
 - (2) This Bank Guarantee will be valid up to; and

(3) We are liable to pay the guaranteed amount or any part thereof under this Bank Guarantee only upon service of a written claim or demand by you on or before

In witness whereof the Bank, through its authorized officer, has set its hand and stamp on this..... day of.....20.....at.....

WITNESS

Signature	Signature
Name	Name

(Official Address)
(Designation with Bank Stamp)
Attorney as per Power of Attorney No.....

Dated.....

Bank Details:

Bank- Axis Bank

Bank A/c number- 447010200000268

IFSC - UTIB0000447

Branch Details- Cuffe Parade

Annexure-XIV

BANK GUARANTEE FOR PERFORMACNE

(To be stamped in accordance with Stamp Act)

The non-judicial stamp paper should be in the name of issuing Bank

Ref..... Bank Guarantee
No.....

Date.....

To

Export-Import Bank of India,
Floor No.21, World Trade Centre Complex, Cuffe Parade, Mumbai-
400025

Dear Sirs,

1. In consideration of the Export-Import Bank of India, on behalf of the President of India, (hereinafter referred to as the 'Owner' which expression shall unless repugnant to the context or meaning thereof include its successors, administrators and assigns) having awarded to M/s..... with its Registered/Head office at (hereinafter referred to as the "Contractor" which expression shall unless repugnant to the context or meaning thereof, include its successors, administrators, executors and assigns), a Contract by issue of Notification of award No..... dated and the same having been acknowledged by the Contractor, resulting in a Contract, bearing No..... dated.....valued at.....for..... (scope of Contract) and the Contractor having agreed to
- 2 provide a Contract Performance Guarantee for the faithful performance of the entire Contract not exceeding Rs. (in words & figures).
- 3 We.....
.....(Name & Address of Bank
Branch) having its Head office at
..... (hereinafter referred to as the 'Bank', which expression shall, unless repugnant to the context or meaning thereof, include its successors, administrators, executors and assigns) do hereby guarantee and undertake to pay the amounts due and payable under this guarantee without any

demur, reservation, context, recourse or protest and/or without any reference to the Contractor merely on a demand from the Owner stating that the amount claimed is due by way of loss or damage caused to or would be caused to or suffered by the Owner by reason of breach by the said Contractor(s) of any of the terms or conditions contained in the said Agreement or by reason of the Contractor(s)' failure to perform the said Agreement. Any such demand made on the Bank shall be conclusive and binding notwithstanding any difference between the Owner and the Contractor or any dispute pending before any Court, Tribunal, Arbitrator or any other authority. We agree that the guarantee herein contained shall be irrevocable and shall continue to be enforceable till the Owner discharges this guarantee.

- 4 The Owner shall have the fullest liberty without affecting in any way the liability of the Bank under this guarantee, from time to time to extent the time for performance of the Contract by

the Contractor. The Owner shall have the fullest liberty, without affecting this guarantee, to postpone from time to time the exercise of any powers vested in them or of any right which they might have against the Contractor, and to exercise the same at any time in any manner, and either to enforce or to forbear to enforce any covenants, contained or implied, in the Contract between the Owner and the Contractor or any other course or remedy or security available to the Owner. The Bank shall not be released of its obligations under these presents by any exercise by the Owner of its liberty with reference to the matters aforesaid or any of them or by reason of any other act of omission or commission on the part of the Owner or any other indulgences shown by the Owner or by any other matter or thing whatsoever which under law would, but for this provision have the effect of relieving the Bank.

- 5 The Bank also agrees that the Owner at its option shall be entitled to enforce this Guarantee against the Bank as a principal debtor, in the first instance without proceeding against the Contractor and notwithstanding any security or other guarantee the Owner may have in relation to the Contractor's liabilities.
- 6 This guarantee will not be discharged due to the change in the constitution of the Bank or the Contractor(s)/Service Provider(s).
- 7 Notwithstanding anything contained hereinabove:

8

8.1 Our liability under this guarantee is restricted to
(in words & figures).

8.2 This Bank Guarantee will be valid up to; and

8.3 We are liable to pay the guarantee amount or any part thereof
under this Bank Guarantee only upon service of a written
claim or demand by you on or before

In witness whereof the Bank, through its authorised officer, has set
its hand and stamp on this.....day
of.....20.....at.....

WITNESS

.....

(Signature)

.....

(Name)

.....

(Official Address)
with Bank Stamp)

Attorney as per Power of Attorney No.....

Dated.....

.....

Signature)

.....

(Name)

.....

(Designation

Appendix I

Resource Competency Sheet

Type A Software Developer

Technical Competency (70 %):

Interviewing Scoring Pattern	Weightage	Marks	Interview Marks
Knowledge of CSS, HTML, JavaScript, JQuery, bootstrap and	20%	20	
Knowledge of MS SharePoint on premise development	10 %	10	
Knowledge of MS SharePoint custom development using .Net Framework with CSharp	10 %	10	
Knowledge of Version Control (TFS/GIT)	10 %	10	
Knowledge of APIs, integration with MS SharePoint data and Knowledge of Workflow	10 %	10	
Relevant Certification	10 %	10	
Total	70%	70	

Functional Competency (30%):

Interviewing Scoring Pattern	Weightage	Marks	Interview Marks
Support and Maintenance	5 %	5	
Project Management (Scrum/Agile)	5 %	5	
Verbal and Written Communication	5 %	5	
Development	5 %	5	
Individual Contributor	5 %	5	
Team Contributor	5 %	5	
Total	30 %	30	

Note: 60 Marks will be the Cut off Mark for Profile Submission

Type A Senior Software Developer

Technical Competency (70 %):

Interviewing Scoring Pattern	Weightage	Marks	Interview Marks
Knowledge of CSS, HTML, JavaScript, JQuery, bootstrap and	10%	10	
Knowledge of MS SharePoint on premise development	5 %	5	
Knowledge of MS SharePoint custom development using .Net Framework with CSharp	5 %	5	
Knowledge of MS SQL Database and Version Control (TFS/GIT)	5%	5	
Knowledge of APIs, integration with MS SharePoint data and Knowledge of Workflow	5 %	5	
Knowledge of Content Deployments, Cumulative Updates, Security Patches	5%	5	
Knowledge of Web parts and Windows solutions packages Deployment	5%	5	
Experience with SSRS (SQL server Reporting Service) /SSIS (SQL Server Integration Service)	5%	5	
Expertise in creating, configuring Web Application, Team Sites including Site Collection, Lists, Document Libraries, Content Types and Custom Lists	5 %	5	
Relevant Certification	10 %	10	
Total	70%	70	

Functional Competency (30%):

Interviewing Scoring Pattern	Weightage	Marks	Interview Marks
Support and Maintenance Lead	5 %	5	
Project Management (Scrum/Agile)	5 %	5	
Verbal and Written Communication	5 %	5	
Development	5 %	5	
Individual Contributor	5 %	5	
Team Contributor	5 %	5	
Total	30 %	30	

Note: 60 Marks will be the Cut off Mark for Profile Submission

Type A Team Lead

Technical Competency (70 %):

Interviewing Scoring Pattern	Weightage	Marks	Interview Marks
Knowledge of CSS, HTML, JavaScript, JQuery, bootstrap and	5%	5	
Knowledge of MS SharePoint on premise development	5 %	5	
Knowledge of MS SharePoint custom development using .Net Framework with CSharp	5 %	5	
Knowledge of MS SQL Database	5%	5	
Knowledge of APIs, integration with MS SharePoint data and Knowledge of Workflow	5 %	5	
Knowledge of installation, configuration, administering and managing MS SharePoint Server 2016 or 2013	5 %	5	
Knowledge of Content Deployments, Cumulative Updates, Security Patches	5%	5	
Knowledge of Web parts and Windows solutions packages Deployment	5%	5	
Experience with SSRS (SQL server Reporting Service) /SSIS (SQL Server Integration Service)	5%	5	
Expertise in creating, configuring Web Application, Team Sites including Site Collection, Lists, Document Libraries, Content Types and Custom Lists	5 %	5	
Relevant Certification	10 %	10	
Total	70%	70	

Functional Competency (30%):

Interviewing Scoring Pattern	Weightage	Marks	Interview Marks
Support and Maintenance Lead	5 %	5	
Project Lead	5 %	5	
Verbal and Written Communication	5 %	5	
Development	5 %	5	
Individual Contributor	5 %	5	
Team Lead	5 %	5	
Total	30 %	30	

Note: 60 Marks will be the Cut off Mark for Profile Submission

Type B Power Platform Developer

Technical Competency (70 %):

Interviewing Scoring Pattern	Weightage	Marks	Interview Marks
Knowledge of CSS, HTML, JavaScript, JQuery, bootstrap and	10%	10	
Knowledge of MS SharePoint on premise development	5 %	5	
Knowledge of Sharepoint Framework (SPFx)	5 %	5	
Knowledge of MS SQL Database and Version Control (TFS/GIT)	5%	5	
Knowledge of APIs, integration with MS SharePoint data and Knowledge of Workflow	5 %	5	
Experience with Modern Web Development stack and tool such as Node JS, React JS	5%	5	
Experience with Power Automate	5%	5	
Experience with Power Apps (Model Driven/ Canvas Power Apps)	5%	5	
Expertise in creating, configuring Web Application, Team Sites including Site Collection, Lists, Document Libraries, Content Types and Custom Lists	5 %	5	
Relevant Certification *	10 %	10	
Total	70%	70	

Functional Competency (30%):

Interviewing Scoring Pattern	Weightage	Marks	Interview Marks
Project Management (Scrum/Agile)	5 %	5	
Verbal and Written Communication	5 %	5	
Development	5 %	5	
Individual Contributor	10 %	10	
Team Contributor	5 %	5	
Total	30 %	30	

Note:

- 60 Marks will be the Cut off Mark for Profile Submission
- One of the certifications is must for Type B Resource

1. Power Platform Fundamentals
2. Power Platform Developer Associate
3. Power Automate RPA Developer Associate
4. Power Platform Functional Consultant Associate
5. Power Platform Solution Architect

Type C React Developer

Technical Competency (70 %):

Interviewing Scoring Pattern	Weightage	Marks	Interview Marks
React JS with Type Script, HTML 5, CSS 3, AJAX, jQuery, Core Javas	10%	10	
Experience in UI/UX design	5 %	5	
Knowledge of Sharepoint Framework (SPFx)	5 %	5	
Knowledge of Version Control (TFS/GIT)	5%	5	
Experience in utilizing Restful API	5 %	5	
Using Typescript with strongly typed logic	5%	5	
Performant and airtight asynchronous code	5%	5	
Automated unit and browser testing	5%	5	
Understanding of CSS, Flex Layouts and Grid layouts.	5 %	5	
Relevant Certification	10 %	10	
Total	70%	70	

Functional Competency (30%):

Interviewing Scoring Pattern	Weightage	Marks	Interview Marks
Project Management (Scrum/Agile)	5 %	5	
Verbal and Written Communication	5 %	5	
Development	5 %	5	
Individual Contributor	10 %	10	
Team Contributor	5 %	5	
Total	30 %	30	

Note:

- 60 Marks will be the Cut off Mark for Profile Submission
- Git URL is required for competency

Appendix II

Time Sheet

Month Start Date — End Date

Employee name:
Employee Login ID:
Department: EXIM TICE Team

Date	Start Time	End Time	Regular Hours

TASK COMPLETED IN MONTH	
--------------------------------	--

Employee signature:	Date:
Manager Signature	Date:

Appendix III

Monthly Support Roster

Month - Month Name

[illegible]