



## **REQUEST FOR PROPOSAL FOR**

**“Short Tender Notice for Selection of Agency to bring awareness among public and supply women safety KITS in Andhrapradesh for Police Department”**

**Ref:C.No. 5327/D2/CID-AP/2020 Dated: 20.08.2020**

Issued by:

**Office of the Addl. Director General of Police,  
ANDHRA PRADESH STATE CYBER INVESTIGATION DEPARTMENT (APCID)  
1<sup>st</sup> Floor, AP DGP Head Quarters,  
Guntur – 522503, Andhra Pradesh, India.**

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## 1. Introduction

Andhra Pradesh State Crime Investigation Department (APCID), a fully owned entity of the Govt. of Andhra Pradesh (AP), having its Registered Office at 1<sup>st</sup> Floor, Crime Investigation Department, APDGP Head Quarters, Mangalagiri, Guntur Urban District-522503, Andhra Pradesh, India, invites responses (“Proposals”/“Bids”) to this Request for Proposal (“RFP”) from eligible Bidders for project **“Short Tender Notice for Selection of Agency to bring awareness among public and supply women safety KITS in Andhrapradesh for Police Department”**.

Interested bidders are advised to study this RFP carefully before submitting the proposals in response to the RFP. Submission of a proposal in response to this RFP shall be deemed to have been done after careful study and examination of this document with full understanding of its terms, conditions and implications.

Interested bidders may download the RFP from <http://cid.appolice.gov.in/>. Any subsequent corrigenda/clarifications shall also be made available. Proposals must be received not later than time and date mentioned in the key events and dates. Proposals, received after the deadline WILL NOT be considered in this procurement process.

To obtain first-hand information on the assignment, Bidders are encouraged to attend a pre-bid meeting. Attending the pre-bid meeting is optional.

## 2. Key Events & Dates

1.	Name of the Authority	Andhra Pradesh State Crime Investigation Department (APCID)
2.	Name of the Assignment	Short Tender Notice for Selection of Agency to bring awareness among public and supply women safety KITS in Andhrapradesh for Police Department
3.	RFP Number	Ref:C.No. 5327/D2/CID-AP/2020, Dt: 20/08/2020
4.	Place of availability of Tender Document (RFPs)	<a href="http://cid.appolice.gov.in/">http://cid.appolice.gov.in/</a>
5.	Place of submission of Bids	Hardcopy Submission at CID office
6.	Tender Type (Open/Limited/EOI/Auction/Single)	Open

7.	Re-bid submission allowed by the Bidder (Yes/No)	Yes
8.	Is Offline Submission Allowed (Yes/No)	Yes
9.	Withdrawal Allowed (Yes/No)	Yes
10.	Is Multi Currency Allowed	No (Only Indian Rupees)
11.	Last date and time for receiving queries/clarifications	24/ 08/2020
12.	Last date and time for submission of Proposal (Proposal Due Date)	27/08/2020 at 16:00
13.	Date and time of opening of Pre-qualification	28/08/2020 at 16:00 Andhra Pradesh State Crime Investigation Department (APCID), O/o Office of the Addl. Director General of Police, APCID, 1st Floor, AP DGP Head Quarters, Mangalagiri, Guntur Urban District -52250, E-mail: adgcid-ap@ap.gov.in
14.	Date and time of opening of and technical proposals and financial proposal	Will be communicated
15.	Bid Security / EMD (Refundable)	<b>INR 20,000 (Twenty Thousand Rupees Only)</b> In the form of Demand Draft /Bank Guarantee issued by one of the Nationalized / Scheduled Banks in India drawn in favor of 'DDO CID', payable at Vijayawada.  Bid Security / EMD should be valid for a period of 60 (Sixty) days from Proposal Due Date. The Bid Security / EMD will be refunded to unsuccessful Applicant agencies within 30 (Thirty) days of completion of selection process.  Original BG must be submitted in APCID office at Vijayawada before proposal due date

16.	Performance Bank Guarantee (PBG)	<p><b>INR 2,00,000 (Two Lakh Rupees Only)</b>  In the form of Bank Guarantee issued by one of the Nationalized / Scheduled Banks in India drawn in favor of '<b>ANDHRA PRADESH STATE CRIME INVESTIGATION DEPARTMENT</b>', payable at Vijayawada.</p> <p>Bid Security be valid for a period of 9 (Nine) Months from Proposal Due Date.</p> <p>Original BG must be submitted in APCID office at Vijayawada before proposal due date</p>
17.	For any enquiries and clarifications, please contact:	<p>Office of the Addl. Director General of Police,  APCID, 1st Floor, AP DGP Head Quarters,  Mangalagiri,  Guntur Urban District -52250,  E-mail: adgcid-ap@ap.gov.in</p>

**Note:** *Proposals/Bids submitted without Bid Processing Fee/EMD shall be summarily rejected.*

### **3. Snapshot of the women awareness on cyber crime and providing KITS Requirement:**

#### **A. Key Programs:**

- 1) Our proposed kit consists of following items
  - Cyber awareness printed brochures
  - N95 Masks & pocket Sanitizer
  - Proper handling cover / bag
  - Pen drive with security software's
  - Women police stations emergency contact details
- 2) To provide proper concept for kits preparing and getting awareness among public with viable price range for key stake holders of APCID.
- 3) Awareness campaign among public in various popular sources

#### **B. Languages of content : Telugu and English**

#### **C. Area of Operation:**

- 1) Center shall be from Vijayawada
- 2) Bidder shall ensure all services are available in andhra pradesh .

### **4. Eligibility Criteria**

The bidder must satisfy the eligibility criteria as given below. Bidder is required to provide supporting documents as proof of eligibility.

1. The bidders must be registered with Service GST, PAN and Other statutory requirements issued by concerned authorities of Government.
2. The bidder shall be registered in India for a period of at least 1 years as on 17.08.2020
3. The Bidder should have a positive net worth. Certificate from the auditor should be submitted.
4. The Bidder should have been in business of supporting a government department/PSU/Telecom Operator/reputed firms for the last one as on 17.08.2020.
5. The Bidder should have experience in providing branding to any of the government department/PSUs/reputed firms. Supporting orders shall be submitted.

## **5. Bidding Process**

1. Bidder shall submit pre-qualification, Concept and financial bids separately
2. Pre qualification bid shall consist of documents supporting the pre qualification of the bidder from respective competent authority.
3. The Concept bid shall consist of complete solution proposed for awareness and safety kits and complete plan of action proposed.
4. The financial Bid Shall Consist of total operational expenditure for completion for providing services as per scope of work
5. The concept bids of the bidders who are qualified with pre qualification criteria will only be opened
6. The proposals / Solutions provided by the bidders will be scrutinized and suitable solutions will be approved
7. The Financial Bids of bidders of whose proposal are approved will be opened and bidder will be selected on L1 basis.
8. Submitted price bid shall be valid for a minimum period of 90 days from the date of last date of tender submission.
9. Bids shall be addressed to:

**ANDHRA PRADESH STATE CRIME INVESTIGATION DEPARTMENT (APCID),**  
1<sup>st</sup> Floor, AP DGP Head Quarters,  
Guntur – 522503,  
Andhra Pradesh, India

## **6. General Terms and Conditions**

1. Bids submitted after the due date/time shall not be accepted and such bids will be rejected and will not be considered for evaluation.
2. Payment Terms: Payment shall be made against delivery of kits.
3. APCID expects the Bidders to adhere to the terms of this tender and would not accept any deviations to the same.
4. APCID intends that the Bidder appointed under the tender shall have the single point responsibility for fulfilling all obligations and providing all deliverables and services required for successful implementation of the project.
5. Unless agreed to specifically by APCID in writing for any changes to the TENDER issued, the Bidder responses would not be incorporated automatically in the TENDER document.
6. Unless expressly overridden by the specific agreement to be entered into between APCID and the Bidder, the TENDER shall be the governing document for

arrangement between APCID and the Bidder.

7. Each offer should specify only a single solution, which is cost-effective and meeting the tender specifications. It is the responsibility of the Bidder to decide the best suitable.
8. In the event the Bidder has not quoted for any mandatory or optional items as required by the Bidder and forming a part of the TENDER document circulated to the Bidders and responded to by the Bidders, the same will be deemed to be provided by the Bidder at no extra cost to APCID.
9. All out of pocket expenses, traveling, boarding and lodging expenses for the entire life of the contract should be a part of the financial bid submitted by the Bidder to APCID. No extra costs on account of any items or services or by way of any out of pocket expenses, including travel, boarding and lodging etc. will be payable by APCID. The Bidder cannot take the plea of omitting any charges or costs and later lodge a claim on APCID for the same.
10. The Bidder is requested to quote in Indian Rupees ('INR'). Bids in currencies other than INR would not be considered.
11. The prices quoted by the Bidder shall be inclusive of all costs such as, taxes, levies, cess, excise and custom duties that may need to be incurred.
12. The successful bidder to ensure that the proposed KITS and/or use of the same by APCID shall not violate or infringe the rights of any third party or the laws, regulations, decision or order of any governmental or judicial authority.
13. APCID would not be liable to pay any expenses incurred by the Bidder in preparation of the response to this TENDER.
14. Any publicity by the Bidder in which the name of APCID is to be used should be done only with the explicit written permission of APCID.
15. This TENDER may undergo change by either additions or deletions or modifications before the completion of the tendering process by APCID. APCID also reserves the right to change any terms and conditions of the TENDER and its subsequent addendums as it deems necessary at its sole discretion.
16. If required by APCID, successful bidder should provide complete details of any subcontractor details used for the purpose of this engagement.