

भारतीय बीमा विनियामक और विकास प्राधिकरण
Insurance Regulatory and Development Authority of India
सूचना प्रौद्योगिकी विभाग (Information Technology Department)

Date: 20/12/2018

Sub: Minutes of Meeting of ^{16th} IT Procurement Committee held on 30/11/2018 &
20/12/2018

**Agenda 1: Finalization of vendor for e-tender - Supply of 9 No's Big MFP Printers
with 36 No's Toner cartridges**

With the regard to the above tender, the committee was apprised of the following

- a) In response to the e-tender RFP No. IRDAI/IT/18-19/07 and Tender ID – 2018_IRDAI_373169_1, published on 17/08/2018 in CPPP portal under 2 bid system, the following five bidders submitted the bids –

Sl No	Bidder Name	EMD - ₹ 60000 DD / Exemption
1	M/s Akshara Enterprises India Private Limited	DD submitted
2	M/s Sharp Business Systems (INDIA) PVT Limited	DD submitted
3	M/s X-print Solutions	DD submitted
4	M/s Youdan Marketing	DD submitted
5	M/s Zenpaq Computers and Peripherals	Exempted - NSIC Certificate

- b) The e-packets (Technical Bid & EMD Fee) were opened digitally on 09/10/2018 by the committee who are authorised to open the Bids.

Mr. Mahesh Agarwal (DGM - IT)

Mr. Murthy Dasari (Manager – Admin).

- c) The bidders, who had not submitted required documents requested as per "Pre-Qualification (PQ) / Eligibility Criteria" of the RFP, were requested to submit the required documents through shortfall section in CPPP portal. As per the rules of "Shortfall" in CPPP Portal, this option can be used only once by reviewer for each bidder with prior mentioned start date and end date. In addition to this, the bidders were also requested to submit the shortfall documents via mail.
- d) All the bidders except M/s Zenpaq Computers & Peripherals have submitted all the required documents in all aspects, qualified in Technical bid process and were eligible for next process (Financial Evaluation).



Sl No	Bidder	Proposed Model
1	M/s Akshara Enterprises India Private Limited	Kyocera TASKalfa-3212i
2	M/s Sharp Business Systems (INDIA) PVT Limited	Sharp MX-M315N
3	M/s X-print Solutions	Xerox Versalink B7030
4	M/s Youdan Marketing	HP E72530dn

M/s Zenpaq has not submitted the required documents in spite of providing sufficient time to the bidder for submission of the same and the bidder was not technically shortlisted.

- e) The technical shortlisting was approved vide Office Note dt. 08/11/2018) and the details of shortlisted bidders were published in our website on 13/11/018.
- f) The financial bids of technically shortlisted bidders were opened on 14/11/2018 digitally by the committee consisting of the following officials who are authorised to open the Bids.

- Mr. Mahesh Agarwal (DGM - IT)
- Mr. Gautam Kumar (DGM – SDD).

The abstract & summary of the financial bid evaluation is as follows –

SI.No	Bidder Name	Amount	Bid Rank
1	M/s Akshara Enterprises India Private Limited	1135809.00	L1
2	M/s Sharp Business Systems (INDIA) PVT Limited	1699200.00	L2
3	M/s X-print Solutions	1837260.00	L3
4	M/s Youdan Marketing	2342772.00	L4

- g) It was observed that M/s Sharp Business Systems (INDIA) Pvt Limited has **not** quoted for 36 Nos Toner Cartridges and the rate for the same appears as "0" (ZERO) in BOQ. Clarification was sought from the bidder vide Mail dt. 19th Nov 2018 and they have clarified by Mail that their Quote (BOQ) is *for supply of 9 Nos. Big MFP Printers with 5 years onsite warranty and 36 Nos. Toner Cartridges.* (N/f Pg No. 93). In view of the clarification, their quote was accepted vide Office Note dt. 27th November 2018.

h) To Check and receive feedback of the machine from existing users -

During the ITPC meeting held 30th Nov. 2018, the committee directed the IT Department to check and receive feedback from the existing users of the same model (Kyocera TASKalfa-3212i) quoted by the L1 vendor.

Based on the note submitted by the IT Department dt. 19/12/2018, the committee noted the following –

1. The user feedback and demo of the machine from OFFICE OF THE ASSISTANT COMMISSIONER OF CENTRAL TAX, GST DIVISION, JUSBAGH, NAMPALLY, HYDERABAD was received on dt. 17/12/2018,
2. The above organisation is using the Printer since 10/12/2018 and the feedback from them is satisfactory.
3. As per Mail dt. 06/12/2018 from M/s KYOCERA (OEM), the said printer – KYOCERA TASK ALFA-3212i was launched in the month of August-2018 for the Indian Market.
4. 4 Nos. Purchase Orders, to whom the above Printers were supplied, were provided by the OEM.
5. 3 Nos. Experience Certificates from M/s Nuclear Fuel Complex, Hyderabad, M/s ECIL, Hyderabad and M/s O/o Hydrology & Investigation, Hyderabad submitted by OEM, to whom various models of Kyocera photocopiers / printers were supplied earlier.

The committee observed that feedbacks from the clients of M/s Kyocera are satisfactory.

The matter of purchase of printers through GeM was also discussed by the Committee. The committee was apprised of the constraints in procuring these printers through GEM including non-availability of the printers with required specifications. The Committee was also apprised of the fact that this issue has already been reported to GEM.

As the rate quoted by **M/s Akshara Enterprises India Private Limited i.e) Rs. ₹ 11,35,809/-** (including tax) for 9 No's **Kyocera TASKalfa-3212i** MFP Printers and 36 No's Toner Cartridges is the lowest among the qualified bidders and the feedbacks of the clients of M/s Kyocera are satisfactory, the committee recommended placing orders with L1.



Agenda 02: Selection of bidder for Annual maintenance of SAP ERP Application:

With the regard to the above tender, the committee was apprised of the following

a) In response to the tender published for the AMC of SAP ERP, bids were received from the below participants:

1. M/s Atum IT Services India Pvt. Ltd.
2. M/s Infiniti Techlabs LLP
3. M/s Yogik Technologies Pvt Ltd.

b) The technical bids from above bidders were opened on September 14, 2018. Technical compilation of the bids was carried out against the Eligibility Criteria that was published in tender notification and clarifications were sought from vendors where necessary. All the above bidders were shortlisted for the next stage of bidding.

c) The Commercial bids of all the three bidders were opened on November 19, 2018. The compilation of commercial bids is furnished below,

S.No	Particulars	Bidders (Amount excluding taxes)		
		Atum ITS	Infiniti Techlabs	Yogik Technologies
1	Application Maintenance and Support for SAP ERP			
	Year -1	19,44,600	27,84,000	17,40,000
	Year -2	20,80,722	29,78,000	17,70,000
	Year -3	22,26,373	31,87,000	18,00,000
	TOTAL	62,51,695	89,49,000	53,10,000
		L2	L3	L1
2	Change Management Cost (for issues requiring more than 100 person hours / 12.5 man days) Charges / Man month (incl. tax)	1,28,000	1,26,000	1,27,440

The committee observed that M/s Yogik Technologies is the lowest among all and feedbacks about this bidder from their existing clients are satisfactory.

Keeping in view of the above, the committee recommended to place order with M/s Yogik Technologies for the annual maintenance of SAP-ERP application for the period of three

years with the total cost of Rs.53,10,000/- (taxes extra at actuals) and recommended man month rate of Rs. 1,27,440/- (inclusive of all) for implementing changes requiring more than 12.5 man days of effort in a month as per the procedure stipulated in the NIT (Notice inviting Tender) document.

Agenda 03: Procurement of Handheld Microphones for Audi Block

(Model No. SLX24IN/ SM 58)

Two nos. of hand-held microphone are required for Audi block for the use of meetings / conferences. In order to ensure proper integration of above microphones with the existing Audio System, the Service Provider had recommended the purchase of Microphones with bandwidth of H5 or J3. For integration of the above procured item with the existing system, we have to ensure procurement with correct frequency bandwidth. M/s Sify had requested for installation charges of Rs. 5,000/- separately for the installation of mics proposed to be procured.

IT Department initiated the process of procuring the above product as suggested above, through GeM Portal where the price is Rs. 49,000/- (including all taxes). However, during registration, it was observed that there is no provision for mentioning the specified frequency bandwidth, as suggested by M/s sify. As such, IT department was not sure of getting the exact specified product from GeM.

In view of the above, rates were invited from local market for the supply of the above equipments with the required specifications, Price discovery was done through online, local market, the service provider and GeM Portal.

Sr. No.	Vendor Name	Unit Price (INR)	Taxes	Total Price for one Mic	Total Price for Two Mics (2 Nos.)
1	M/s Bhavana Enterprises	60770	10941	71711	143422
2	M/s Bass Audio & Vedio Solutions	49500	8910	58410	116820
3	M/s Saikrupa Multi Projection	51000	9180	60180	120360
4	M/s Reymold's	42356	7624	49980	99960
5	M/s Sify	42000	7560	49560	99120



After deliberations, the committee recommended to procure the above 2 Nos of microphones through the existing Service Provider, i.e.) M/s Sify, as per the proposal submitted, for the total cost of INR 84,000/- (plus taxes) and the installation charges of Rs. 5,000/- (plus taxes).

The meeting ended with a vote of thanks to the Chair.



CGM (IT)

Member-Convener




GM (CAD)

Member



GM (F&A-Life)

Member



Member (Life)

Chairperson