

**Kerala Small
Industries Development
Corporation Limited**
(Government of Kerala undertaking)



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Empanelling Hardware and Office automation Products, manufacturers, suppliers/dealers, IT & Telecom/ firms, organizations, consortiums and companies according to the terms and conditions of Kerala SIDCO Limited for various projects

Kerala Small Industries Development Corporation Limited (Kerala SIDCO Ltd) has been set up by the Government of Kerala, with the specific objective of playing a catalytic role in the promotion and development of Small Scale Industries and to hasten the Industrial dispersal in backward and underdeveloped areas of the State and to promote a growth oriented industrial policy. With a view to take advantage of the vast pool of available skills in the IT/Telecom sector in Kerala and also to procure the latest technology in this field, Kerala SIDCO Ltd, a Govt of Kerala undertaking is seeking to empanel accredited Hardware manufacturers and suppliers/dealers, IT/Telecom solution providing firms, dealing as Total Solution Provider in the field of software development/implementation, web based applications, Office automation products and services towards the selection and empanelment for the projects to be executed by Kerala SIDCO Ltd.

Kerala SIDCO Ltd will be executing the projects towards which the empanelment is invited. SIDCO will have the right to accept or reject any offer after evaluating the eligibility criteria involving financial soundness, technical capability backed by competent technical personnel and previous experience in executing projects of similar nature and as per the decision of the management with out assigning any reason there off.

Kerala SIDCO Ltd shall have the authority to conduct all business for and to conduct on behalf of all partners of the empanelment and all such works will be entrusted in the name of Kerala SIDCO Ltd. The sole copyright of the customized software developed for specific projects will be rested with SIDCO, to protect the interest of concerned parties / customers in future. After being selected for a particular project they can execute projects of similar nature only with SIDCO. They shall not engage in business tie up with any other government organizations /partners for conducting same projects, either directly or indirectly. The payment and the appropriation of the work will be as

per the agreement so formed, based on the terms and condition of the concerned project and SIDCO. All the Hardware manufacturers and suppliers/dealers, IT/Telecom companies, firms, organizations, consortium, group of individuals, limited company, corporate, firm and organization participating in the empanelment will be evaluated for their financial capability, technical soundness and previous experience in executing works of similar nature. The applicant satisfying all these criteria alone will be enlisted as a member of the empanelment of SIDCO for carrying out projects. Under any circumstances, the Supplier's name should not appear on the documents/Computer screen supplied to the customer. Wherever the suppliers name to be indicated Kerala SIDCO Ltd's name shall be mentioned.

IT FIRMS

Scope of work:

- Electronic Document Management,
- Online auction portals, Discussion forums, reservation systems, Blogs,
- Bulk mailing/Email marketing/Email archiving,
- SMS integration,
- Software installation, training services and handholding services,
- Web based application development and maintenance services,
- ERP applications, consulting services,
- Knowledge Management Systems,
- e procurement, e governance, e commerce,
- Data restoration services,
- MMORPG,
- Digital archiving,
- Development of web based application/GUI application using Unicode Malayalam,
- Invoice reading,
- Interactive CD ROMs,
- Office work flow with networking & GUI components
- Customized Operating System,
- Annual maintenance contract and services for software programs developed,
- Other software development works

TELECOM FIRMS

Scope of work:

- Voice services
- Mobile accessories, mobile phones and terminals
- DSL/ADSL/HSDL/SHDSL/VDSL
- Cable modem
- High speed (at least 1.544Mbps) data service
- Cable/fiber optics & wires
- Computer telephony (CT) and CT integration

- CDMA/GSM/TDMA
- Internet transmission via satellite
- IP telephony
- Telecom cables
- Telephony over cable
- Video conferencing
- Voice mail & messaging
- Wireless ATM / Local loop,
- Wireless messaging / PBXs
- Broadband Equipment/ Networks
- Internet / internet products & services
- Other telecom related services

Eligibility criteria: (IT FIRMS & TELECOM FIRMS)

A brief profile of the organization shall be submitted.

1. The applicant shall be a reputed firm with sound technical background having capable & qualified technical personnel backup. (List of technical personnel to be enclosed)
2. List of completed projects along with current assignments to be enclosed
3. In case of consortium, project experience of the members has to be furnished.
4. Total annual turn over during the last completed financial year of the firm/ consortium must be furnished. (Incase of annual accounts for the last financial year are not audited and therefore the applicant could not make it available, the applicant shall provide the un-audited annual accounts (with schedule) for the last financial year, duly certified by the statutory auditor. Incase of consortium the financial statement of the consortium members/firms to be submitted.)
5. The firms must have completed minimum one year of operation since incorporation.
6. The firms must have KGST/VAT registration
7. In case of consortium, the financial details of the members will be considered
8. List of directors, promoters name, address and contact details to be furnished
9. Specify the scope of work (as mentioned above) where the firm is having prime expertise

Hardware and Office Automation Products Manufactures and Dealers/Suppliers

Scope of work:

Office automation products

Banking Systems, Atm And Misc.	Electronic Signs And Display Systems
Banknote Detectors	Electronic Translators And Organizers
Barcode Printers And Readers	Laminating Machines
Basic Desktop Calculators	Microcassette Voice Recorders
Basic Handheld Calculators	Multifunction Or Databank Calculators
Binding Machines	Note Binding Machines
Boxes, Safe Deposit	Note Counting Machines
Boxes, Storage, Bracket, Shelf	Paper Cutter
Calculators	Paper Shredders
Coin Counters	Price Computing Scales, Note Counting
Compact Disc Shredders	Machines
Computer Systems	Printers
Copier Machines	Printing Calculators
Counting Devices	Projectors And Presentation Equipment
Currency Or Metric Converters	Scientific Calculators
Digital Voice Recorders	Solar Or Dual-power Calculators
Electronic Check Writers	Typewriters

Hardware products

- Desktops
- Servers
- Notebooks
- Printers
- Accessories
- Webcam
- UPS & Mobile/ Laptop accessories
- MP3 players
- Digital Camera
- Handy cam

Eligibility criteria

1. A brief profile of the organization shall be submitted.
2. List of completed projects along with current assignments to be enclosed
3. Total annual turn over during the last completed financial year of the firm must be furnished. (Incase of annual accounts for the last financial year are not audited and therefore the applicant could not make it available, the applicant shall provide the un-audited annual accounts (with schedule) for the last financial year, duly certified by the statutory auditor.

4. The firms must have completed minimum one year of operation as supplier/dealer since incorporation.
5. The firms must have KGST/VAT registration.
6. Business partnership certificate from manufacturing firms to be provided in case of supplier/dealer DGS&D rate details, base price list of product catalogue has to be submitted for all products
7. Details of service franchises and branches throughout Kerala to be provided.
8. List of directors, promoters and name and contact details to be produced.
9. In case of company, company registration certificate has to be furnished.
10. Specify the scope of work (as mentioned above) where the firm is having prime expertise

Terms and Conditions for submission of application

- It is to be noted that it is not binding on Kerala SIDCO Ltd to provide any projects /works of any nature to empanelled applicant during the said tenure. Those who are willing to forward application based on this condition need only to apply. Kerala SIDCO will not entertain any complaint or clarification in this regard
- Empanelment fee
 - For IT & Telecom firms:

The empanelment fee of **Rs.15, 000/- (Rupees Fifteen Thousand Only)**, non-refundable, for a period of 3 years non-refundable, should be remitted along with application, in the form of Demand Drafts taken separately. The empanelment will be for a period of 3 years with effect from the date of selection of the applications received and MOU executed.

- For Hardware and office automation products manufacturers and dealers/suppliers.

The empanelment fee of **Rs.15, 000/- (Rupees Fifteen Thousand Only)**, non-refundable, for a period of 1 year non-refundable, should be remitted along with application, in the form of Demand Drafts taken separately. The empanelment will be for a period of one year with effect from the date of selection of the applications received and MOU executed.

- The fee remitted towards empanelment along with the application is **non-refundable** and those who are forwarding the application must take the utmost care to ensure that the documents furnished are as per the requirement. Kerala SIDCO will not be responsible to any kind of

monetary loss due to insufficient documentation or late submission of application.

- Last date of submission of application is on 31st March 2009.

The interested parties who are legally competent and entitled for entering into contract as per the law of contract prevailing in India towards empanelment may submit their application along with duly furnished application format provided (Annexure 1) for IT software/Telecom firm with scope of work in the area where they are having expertise on or before 31st March. The application form can be downloaded from our website and while submitting the application the demand drafts have to be furnished. Downloaded application forms without DDs will be rejected summarisely. The empanelment will be done on receipt of application along with prescribed fee and on signing of the Memorandum of Understanding.

Annexure 1

APPLICATION FORMAT

Specify the category of application whether

- a. IT firm
- b. Telecom firm
- c. Hardware and office automation products manufacturer/supplier)

1. Details to be submitted by the applicant.

Sl. No		Details to be submitted
1	Name of the Firm	
2	Head Office Address	
3	Branch office Address if any	
4	Telephone	
5	Fax	
6	Name of CEO/MD of the organization with contact address & phone no	
7	E-mail	
8	Year of incorporation	
9	Name of contact person with phone no	
10	Place of incorporation	
11	VAT/KGST Registration	

2. Structure and Organization.

Sl. No		Details to be submitted
1	The Applicant is 1.An individual 2.Proprietary Firm 3.A partnership Firm 4.A public or a Private Company 5. A group of firms/Joint Venture (if yes, give complete information in respect of each partner)	
2	Attach the organization chart showing the structure of the Organization	
3	Name of Directors/ Partners/ Proprietor.	
4	No. Of Years experience in the business	
5	For how many years has your organization been in business under its present name?	
6	Have you ever left the work awarded to you incomplete? (If so, give the name of the Project and reasons for not completing the work).	

3. General Experience record

Annual Turn over Data

Financial Year	Turn Over (Lakhs) *
2004-2005	
2005-2006	
2006-2007	

*Copy of the published/audited financial Statements of last year is to be attached.

4. Firms experience in business

A. Works completed during previous years (Supported by the documents)

Sl.No.	Name of the Project	Name & the address of the client with telephone No.	Total Value	Date of start and completion	Nature & Specification of the Work	Brief Scope of the Work/ product details	Name of the Key persons Deployed

*Kindly enclose the details

5. Current works (Supported by documents)

Sl.No.	Name of the Project	Name & the address of the client with telephone	Total Value	Date of start and completion	Nature & Specification of the Work	Brief Scope of the Work	Name of the Key persons Deployed

		No.					

6. The list of Key personnel proposed to be deployed for carrying out the assignment.

Sl.No.	Name	Designation/ positions held	Qualification	Years of Experience

7. Details of the Project Technical Consultants.

8. Any other specified information, if any to be provided in support of the specific experience.

Place

Date

(Signature of the Authorized Signatory)