

Pre Bid Conference for Computerization of VAT in the States of HP and J&K

Venue: Conference Room 1, Delhi Secretariat, New Delhi

Date: 22nd December 2006

Attendees:

1. Mr. Satish Chandra, Member Secretary, EC
2. Mr. V. P. Gupta, Senior Administrative Officer, EC
3. Ms. Ujjaini Dutta, Officer on Special Duty, EC
4. Mr. Sanjay Bharadwaj, AETC(HQrs), ETD-HP
5. Mr. Bashir Ahmad IAS, Commissioner Commercial Taxes, CTD-J&K
6. Mr. P. I. Khateeb, Dy. Commissioner, CTD-J&K
7. Mr. Neelesh, Senior Consultant, 3i Infotech Ltd.
8. Mr. Dharminder Suri, Sr. Mgr. Sales, 3i Infotech Ltd.
9. Mr. Tushar Bapua, Pre Sales, 3i Infotech Ltd.
10. Mr. Chirag Dhebar, TCS
11. Mr. Vineet Dubey, TCS
12. Mr. Vineet Agarwal, Account Manager, D-Link India Ltd.
13. Mr. Arun Krishnan, Mastek Ltd.
14. Mr. Nilaya Varma, Principal Consultant, PricewaterhouseCoopers
15. Mr. Basudev Saha, Consultant, PricewaterhouseCoopers
16. Mr. S Gokulakrishnan, Consultant, PricewaterhouseCoopers

Starting the pre-bid conference, Shri. Satish Chandra, Member Secretary, EC welcomed the prospective bidders and mentioned that only the queries that are raised during the pre-bid will be clarified through the discussions and those would be recorded in the proceeding and published. Mentioned below are the queries raised and the response there of:

S. No.	Query	Response
1	How does the check post component need to be handled? We request you to clarify whether you want to make it online with main system or it should be separate system with offline architecture and data can be ported at fixed interval	All offices up to circle offices will be online with ETD/CTD data center. MP barriers where leased line is not feasible will be connected through RF link or ISDN link and can have an offline application. The databases will be replicated on to the desktop machines in the MP Barriers. IP to procure database licenses for the same.
2	Development place and deployment locations in both cases	Ideally the development place should be ETD-HP and CTD-J&K headquarters (Shimla and Jammu). In case the IP can ensure that solution development and customization does not suffer in terms of timeliness or requirements for want of interaction, it can be done from any other place. Deployment locations are in Annexure V and VI of RFP Volume 1.
3	Training locations and servers to be provided by the departments	Training locations – ETD-HP and CTD-J&K headquarters (Shimla and Jammu) and District Offices given in Annexure V and VI. Space will be arranged for by ETD-HP and CTD-J&K. All IT assets to be provided by IP.
4	Payment Gateway is required (RFP Volume 1). Only credit card is required or it is envisaged to be e-transfer also	Currently not envisaged under scope of work of web portal. In case in future, it is taken up will be taken up under change control mechanism.
5	Online Return Filing is also required to be considered as scope of the bid	Yes. During Phase I – Design (System Requirements Study), the procedure for online returns to be vetted by PIC of ETD-HP and CTD-J&K for development. It will include both web based and also an offline application module for the dealers.
6	Ownership of source code of VAT application. RFP Vol 1, Pg. 19	No change. RFP Vol 3, Pg 38. Clause 7.1.11
7	RFP Vol 1, Pg. 22 The Plan shall include Data Migration from Legacy systems.	Limited existing legacy digital data is required to be migrated. Process for data migration will be vetted by PIC.
8	One time data migration to TINXSYS	RFP Vol 1, Annexure VII. For ETD-HP, one time data migration of Forms (Issue and Utilization) is to be done. For CTD-J&K, one time data migration for both dealer master and Forms (Issue and Utilization) is to be done.
9	RFP Vol. 1, Pg. 23. Training requirements – Please elaborate	Training locations – ETD-HP and CTD-J&K headquarters (Shimla and

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	on training requirements and clarify whether in house training is required at one location i.e. data center or distributed training is required. Also clarify whether infrastructure will be provided by the departments	Jammu) and District Offices given in Annexure V for HP and Srinagar alone for J&K. Space will be arranged for by ETD-HP and CTD-J&K. All IT assets to be provided by IP.
10	Review of payment terms	No change in the RFP.
11	Extension of bid submission dead line	The revised deadline for the submission of bids is 16 th January 2007.
12	Proposal mentions about Open Standards. What is meant by the same?	VAT Application software should be independent of the database and the OS
13	Can we have more details about TINXSYS for integration purpose	Annexure VII, RFP Vol 1. Please refer tinxsys.com
14	What is the purpose and how photographs and signature of dealers be stored in the system (Scanners)?	Bills of materials is being changed to include Scanners and allow capture of photographs and signatures. The revised BoM is enclosed as Annexure 1 of this corrigendum. It may be noted that as per the proposed plan scanners would be placed at four locations (locations to be defined later) in each of the State and documents would be scanned centrally for offices under one of these four locations.
15	Hardware Maintenance, Pg 24 RFP Vol . Including existing hardware given in Annexure I and Annexure II during contractual period. Provide additional information on a) Date of Purchase b) Current status of AMC coverage c) Date on which AMC is going to expire	For HP a) Date of Purchase is given in Annexure 4 in As Is Report for HP b) The AMC coverage varies from office to office c) Assume AMC expires on beginning of contract For J&K Assume AMC expires on beginning of contract
16	Volume II Page 14, Clause 12 Who will bear the recurring electricity and consumables (Diesel) costs for generators during maintenance period	The bidders are required to estimate recurring costs and assume as part of their costing. The responsibility of ensuring availability of electricity is the bidder. All consumable costs will be borne by bidder.
17	Volume II Page 6, Clause 3.1 To have one VAT application implementation Experience in one State/UT. 3i have TINXSYS. Request to consider TINXSYS experience as equivalent to one state VAT implementation experience	Decision on the same to be taken by the Tender Evaluation Committee after it receives the technical proposal

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18	Vol II, General Query, Do we need to submit separate Technical Bid for HP State and J&K.	Single Technical Bid, to keep sections on HP and J&K separate on technical forms T1-T5.
19	Vol II, Taxes, Page 14 Whether the prices to be quoted by the bidder in Commercial bid are inclusive of VAT and service Tax?	Yes. Pg 14, RFP Vol II.
20	Security Monitoring: a. What type and how many of such devices / resources are expected to be monitored? b. What are the views on agent based vis a vis agent less log collection, as non-agent based ensures that log information is collected in real-time whereas agent based solutions may create overheads on the devices / resources being monitored? Also non-agent based solutions do not require any customization effort to support monitoring of specific devices / resources. This however may be required in the case of agent based technologies.	All centralized servers and networking devices (routers, firewall) to be monitored. As specified in RFP Vol 1. Pg. 30
21	Revision of the network architecture and that the networking component should be taken out of the bid. It was requested that networking for the VAT computerization project should be done by the state.	No change
22	Connectivity for remote offices may be a problem and the representatives from TCS said that from their initial study of the States, they have found that BSNL was not giving assurance of providing leased line connectivity to remote offices (e.g. Haripur, Upshi Ladakh).	It was clarified that though costing based on simple leased line connectivity for all locations provided in the RFP will be used for L1 evaluation, locations where leased line connectivity is not found feasible (after due feasibility study by the selected IP) will be given the option to connect through ISDN or RF Link and the cost would be taken up on actuals.
23	Details of the cabling component is missing in the specifications given in the RFP and that the quality of cable should be UL Certified for good standards.	Cabling is required to meet industry standards and is to be ensured by the IP including industry certifications like UL.
24	It was requested mentioned that switch specifications are too specific and may not allow all vendors to participate.	Revised specifications for Fast Ethernet Switch are placed at Annexure 2 of this corrigendum. Core router specification is also provided at Annexure 2 of this corrigendum
25	99% uptime in field offices required in the SLA is difficult to	No change in the SLA. However, any changes to final SLA can be

S. No.	Query	Response
	ensure and it be reconsidered.	agreed to during the time of implementation depending upon the back to back agreement that is signed by the IP and the B/w provider. However, in no case would this be lower than SLA that is agreed to by the respective State for the State Wide Area Network.
26	EC / States should ensure that BSNL provides back to back SLA to meet the SLA requirement in this RFP.	EC will not give any assurance in ensuring BSNL's agreement. However, the good offices of EC and the State would be open to support the IP
27	It was suggested that for scope change the effort of man months required should be done by the IP first and then be reviewed by the consultants	Agreed. The final decision in respect of the man-month proposed by the consultants would be final and binding on all parties
28	There was a request to review the project timelines since it was felt that it would be difficult to complete the application customization by the timeframes mentioned.	The revised project timelines is provided as Annexure 3 to this corrigendum
29	There was a query regarding scanning requirements and whether scanners would be required.	Scanners would be added to the hardware list and that four places per state would be designated as places where scanning of documents would happen. The process of Legacy data conversion will include scanning of the manual registers. The amended process map (Annexure XIV, RFP Vol. 1) are placed at Annexure 4.
30	Request for change in quality specifications for furniture.	No change in the RFP
31	If two technical Bids can be submitted since technology provides several options.	It is clarified that only one technical bid will be accepted and that there would be no change in the RFP.
32	There was a request regarding a revision of the payment terms.	No change in the RFP.
33	There was a query as to whether the facilities management was to be done 24x7x365.	No change in the RFP.
35	Number of Registrations in a month/year?	In HP, assume average number of new registrations to be 10% per annum of existing number of dealers. In J&K, assume average number of new registrations to be 20% per annum of existing number of dealers.
36	What do you mean old and new registration numbers? In what scenarios a dealer will have old registration number?	Currently there are cases where new TIN numbers have not been generated for dealers with old registration numbers.
37	Do you request for details of sales transactions from the dealer during filing of return documents?	For HP, Yes. Refer Form LS-I and LP-I in HP VAT Forms.

S. No.	Query	Response
38	<p>If answer to the above questions is yes, do you want the same to be captured in the system? In what format do you expect to capture the form? Is it in the form of scanned documents or soft copy or will it be manual data entry by the dept?</p> <p>What is the expected volume of these sales transactions?</p> <p>Do you want the data supplied by the dealer to be authenticated before capturing the same into the system?</p> <p>Do you think it is feasible to have any other form of authentication in case of online returns other than user-id and password?</p>	No, it is not required to be captured.
39	What will the process of e-Filing Return?	This process will be vetted and finalized in consultation with the state PIC along with the Implementation Partner
40	Number of returns during a cycle/quarterly?	<p>In HP, assume an average of 10% of dealers file monthly returns. The remaining are Quarterly returns.</p> <p>In J&K, there are only quarterly and annual returns that are received from all the dealers.</p>
41	Average number of sales transactions data per dealers per cycle?	Will vary with quantum of dealer's business
42	Multi-lingual supported required at form (screen) level or data level?	Screen level only.
43	Does the ETD/CTD have an existing payment gateway which can be used for online payments/refunds?	No.
44	What systems are used by Treasury if we need to reconcile collections data for cycle? Please provide details of the system.	Currently only hard copies of payments received are sent by Treasury. Refer Annexure I and II of RFP Volume 1 (As Is Reports of ETD-HP and CTD-J&K)
45	Will the data from the manual forms received at counters be keyed in immediately into the VAT system or will it be done offline at later time?	At the counters, only a few fields in the forms would be keyed into the database. In a later detailed data entry stage, all the fields in the Form of HP VAT Act and J&K VAT Act will be keyed in.
46	Do they have existing systems in place for reconciliations?	No

S. No.	Query	Response
47	Is the integration with treasury/banks to circles to be offline or online?	Updates from the Treasury will be periodic (daily).
48	TINXSYS – Technology architecture for TINXSYS.	Please refer www.tinxsys.com
49	What is the life duration expected for maintaining transactional data and documents in the system before being backed up in offline backup media?	Transactional data and documents should be available for at least the past three years before backup in offline media.
50	In case of systems software upgrades (OS, DBMS etc), do you expect the Implementation Partner to be responsible for providing the needful? If yes, would the cost for the same be covered in case to case basis?	Yes. Should be included in Financial Bid.
51	Do you expect desktops to be provided with MS Office?	An Office suite will be required.
52	Do you want an explicit DR facility? (Contingency planning)	A Disaster Recovery facility for each state is planned. The DR architecture to be submitted by the IP as part of the technical bid (T3) will be vetted by the PIC with the selected IP. The connectivity cost will be taken up on actuals and the financial bid for ETD/CTD Data Center will be used for the DR Facility.
53	What is the size of the Data center in sq. feet? What is height of the floor of the data center?	In HP: Average 20 x 15 sq. feet in the IV floor. In J&K: There is no restriction. The requirement of the IP in terms of space for the Data center will be arranged for by CTD-J&K.
54	Are e-mail services currently available? If not do you want a separate one?	No. Yes, Refer Pg. 96 RFP Volume 1. Email services within the department are required to be provided.
55	Would be using existing State wide network or will need to set a WAN for this application? Or is it last mile connectivity to the SWAN (district /circles)?	Need to arrange for connectivity until the State Wide Area Network comes up in the state. Refer Pg. 27, RFP Volume 1.
56	You have asked for a lease line – is to connect your offices or connecting the last mile?	To connect offices. Refer Pg. 28, RFP Volume 1.
57	Mention of biometric devices – can you elaborate on the need of these biometric devices?	Bio metric devices are envisaged for access control to the VAT Application for the officials. Please refer Pg. 30, RFP Volume 1 .

Pg. No.	Text	Revised
Pg. 59, RFP Volume 3	(Annexure A) A) Infrastructure Creation and Data Digitization 1 Timelines A Completion of site preparation and hardware installation and providing connectivity Completion should be done in xx months B Data Digitization Completion should be done in xx months	A) Infrastructure Creation and Data Digitization 1 Timelines A Completion of site preparation and hardware installation and providing connectivity Completion should be done in 3 months (12 weeks) from date of signing of contract B Completion should be done in 11 weeks from date of signing of contract

Annexure I:

Bill of Materials

F3 Hardware Cost

(Specification of Equipment provided in Annexure XI, RFP Volume I)

$$F8_{HP} = (a) \times (c) + (f) \times (g) \quad (\text{Refer Table under F8})$$

$$F8_{JK} = (b) \times (d) + (f) \times (h) \quad (\text{Refer Table under F8})$$

$$F8_{BOTH} = (a + b) \times (e) + (f) \times (i) \quad (\text{Refer Table under F8})$$

S. No.	Hardware Description	Quantity - Himachal Pradesh (a)	Quantity - Jammu & Kashmir (b)	Unit Price (HP alone) (Rs.) (c)	Unit Price (J&K alone) (Rs.) (d)	Unit Price (Both States) (Rs.) (e)
1	Client PCs	398	74			
2	Thin Client PCs	NA	272			
3	Laser Printer	48	52			
4	Dot Matrix Printer	203	107			
5	UPS Type 1	245	64			
6	UPS Type 2	40	50			
7	Generator Type 2	12	3			
8	LAN Switch	87	67			
9	Routers	87	64			
10	Biometric Devices	31	30			
11	Scanners	15	20			

ETD-HP/CTD-J&K Data Center

S. No.	Hardware Description	Quantity for EACH state (f)	Unit Price (HP alone) (Rs.) (g)	Unit Price (J&K alone) (Rs.) (h)	Unit Price (Both States) (Rs.) (i)
1	Router with Firewall	1			
2	Fast Ethernet LAN Switch	2			
3	Network Management System	1			
4	Generator Type 3	1			
5	Biometric Devices	5			
6	AC	1			
7	Servers	5			
8	Laser Printer	2			
9	Client PCs	2			
10	17" LCD monitor	2			
11	15" LCD monitor	1			

Annexure II:

Amended Specifications for Equipments

In addition to the normal features, the equipments in column 1 should conform to the following specifications.

Item	Expected <u>Minimum</u> Specification
Fast Ethernet LAN Switch	<ul style="list-style-type: none"> • 24 auto-negotiating 10 BASE-T/100BASE-TX ports configured as Auto Sensing • 19" Rack mountable (in case they are not rack mountable cantilever tray will be used) <p>Network Management</p> <ul style="list-style-type: none"> • Switch needs to have RS-232 console port for management via a console terminal or PC • Must have support SNMP up to ver.3 • Support Web-based management, Web GUI traffic monitoring • CLI management support and IP filtering on the management interface • Should support Telnet, RMON, Port Mirroring, SSH 2.0 <p>Standards:</p> <ul style="list-style-type: none"> • IEEE 802.1d Spanning Tree Protocol • IEEE 802.1p Class of service (CoS) classification • IEEE 802.1q VLAN • IEEE 802.1w Rapid Convergence Spanning Tree Protocol • IEEE 802.1x Port Access Authentication • IEEE 802.3ad Link Aggregation Control Protocol (LACP) • IEEE 802.3x full duplex on 10BASE-T, 100BASE-TX, and • 1000BASE-T ports, IEEE 802.3u, IEEE 802.3ab, IEEE 802.3z IGMP snooping.
Scanners	<p>Flat Bed Type, A4 size Resolution 1200*1200 dpi, Preview/scan speed 7 sec, Color correction, text enhancing technology Colour depth 48 bits, USB port interface with OCR software & cables Comprehensive onsite warranty during contractual period</p>
Router	<p>The following specifications shall be applicable for all the router types-</p> <p>General Architecture</p> <ul style="list-style-type: none"> ▪ All routers should be chassis based and modular architecture ▪ Rack mountable configuration ▪ Health LED for all modules to indicate status

	<ul style="list-style-type: none"> ▪ Cables and accessories: All accessories including data cables, connectors, etc to be provided <p>Memory Requirement</p> <ul style="list-style-type: none"> ▪ Flash memory: The bidder should provide adequate memory to accommodate all OS features required at present or in future. ▪ DRAM: The memory proposed for all routers should satisfy the present performance requirement and should be upgradeable for future needs. <p>IP Routing Protocols</p> <ul style="list-style-type: none"> • RIP Ver1, RIP Ver2, RIPng • OSPF Version 2 as per RFC 1583 and OSPF On Demand as per RFC 1793 • IP Version 6 routing support (along with IPv6 RIP, OSPFv3, IS-IS for IPv6.) as and when required <p>WAN Protocols support</p> <ul style="list-style-type: none"> • PPP as per RFC 1661 • Multilink PPP as per RFC 1717/ECMP • HDLC <p>Multimedia and QoS support</p> <ul style="list-style-type: none"> • A class-based scheduling/queuing mechanism that provides configurable minimum bandwidth allocation to each class for assigning priority to critical traffic. • RSVP: Resource Reservation Protocol (RSVP) as per RFC 2205 /DiffServ • Policy Routing support: It shall be possible to affect the normal routing process for specific mission critical traffic through specified alternate routes in the network • IGMP/PIM • Weighted fair queuing • Multicast Routing support such as MBGP/DVMRP, PIM-SM <p>Security</p> <ul style="list-style-type: none"> • The router should support access control mechanisms on all interfaces. The access list parameters may be any combination of source and destination IP or subnet, protocol type (TCP/UDP/IP etc), source and destination port. The Access List configuration should support generating logs both on failures as well as on success for security analysis and management purpose.
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	<ul style="list-style-type: none"> • Control SNMP access through the use of SNMP v3 with authentication • AAA (authentication, authorization & accounting) support using standard protocols like RADIUS or TACACS • The router should support multiple levels of access or role based access mechanisms. • Support for PAP / CHAP • Support for Network Analysis of RMON 1 & 2 groups as and when required. • Support for IPSec 3DES & AES VPN services. • Shall support Network address translation (NAT) <p>Management</p> <ul style="list-style-type: none"> • The router should be manageable from any open NMS platform. • Support for telnet client and server functionality. • Support for FTP/TFTP and web enabled management. • Support for SNMP V1, V2, V3 and RMON • Support of MIB to all protocols mentioned in the above specifications. • Shall support In-band and Out-of-band management • Shall support Console port for local management and Auxiliary port for remote management purposes. • Should have debugging facility through console • Support for NTP <p>Interface Requirement for data center Router</p> <p>Should have required ports to connect all the districts with 2 mbps leased Line.</p> <p>Interface Requirement for district Router</p> <p>Should have required ports to connect all the blocks with 128 kbps leased Line and One 2 mbps port to connect to the State data center.</p>
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Annexure III:

6.0 Project Timeline

This is the indicative project time for both Himachal Pradesh and Jammu & Kashmir from the time of signing the contract with the Implementation Partner.

S. No.	Milestone	Starting Duration	Week and (Incremental weeks)
	Phase I- Design		
1	Contract Signing with Implementation Partner Commencement of Work	T1	
2	System Requirement Study (both VAT application and the Web portal) 1. Conduct system study 2. Prepare hardware sizing /system design report & submit for review 3. Review hardware sizing /system design report 4. Prepare detailed Functional & Systems Requirements Specifications, submit for review Functional & Systems Requirements Specifications	T1 -	Total Duration 6 weeks 1. 2 weeks 2. 1 week 3. <1 week 4. 2 weeks 5. 1 week
3	Customize VAT application/Develop web portal 1. Customize & configure the VAT application to the requirements 2. Prepare Acceptance Test Procedure & Test Data (both application and web portal) Review Acceptance Test procedures & test data (both application and web portal)	T7	1. T7, 14 weeks 2. T21, <1 week 3. T21, <1 week

	Phase II- Implementation and Monitoring	
4	Site Preparation- where required (civil work, electrification, data cabling, furniture, etc.)	T7 – 4 weeks
5	Legacy Data Conversion (all locations)	T7 – 5 weeks
5	Test Solution	T22, 2 weeks

	<ol style="list-style-type: none"> 1. Conduct tests in lab environment 2. Customizations, bug removal after testing 3. Functionality sign off on customized application 4. Deploy and test solution in 5 pilot locations each 	<ol style="list-style-type: none"> 1. T22, 1 week 2. T23, 1 week 3. T23, 1 day 4. T23, 1 week
6	Data Migration (all locations)	T8, 2 weeks
7	User Training <ol style="list-style-type: none"> 1. Prepare roll out and training plan, submit for review 2. Review rollout and training plan, approve 3. General awareness, Computer skills 4. IS Security Awareness Training 5. Application Operations 6. Application Administration 	T7 <ol style="list-style-type: none"> 1. T7, 1 week 2. T7, 1 week 3. T8, 4 weeks 4. T12, 3 weeks 5. T18, 3 weeks 6. T18, 3 weeks
8	Delivery & installation of hardware/networking- all locations	T7, 6 weeks

Total Duration when 5 pilot locations go live in each state: 24 weeks

Annexure IV: Procedure for Legacy Data Conversion

