



**GOVERNMENT OF INDIA
MINISTRY OF CHEMICALS & FERTILIZERS
DEPARTMENT OF PHARMACEUTICALS
NATIONAL PHARMACEUTICAL PRICING AUTHORITY (NPPA)**

Notice Inviting Limited Tender Enquiry (LTE) for Providing
Annual Maintenance Contract for NPPA Websites



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I. Limited Tender Enquiry (LTE) under Government Financial Rules, 2017 on Central Public Procurement Portal

- I. National Pharmaceutical Pricing Authority (NPPA) invites agencies/ companies registered with National Informatics Centre Services Inc. (NICS), (Category: TIER-III) having capacity and proven track record of providing Annual Maintenance Contract (AMC) for management of Government Websites, to submit their Financial Bids against this Limited Tender Enquiry (LTE).
- II. Interested Agencies/ Companies, who meet the Eligibility Criteria, may furnish their Financial Bid against this LTE, along with all the necessary documents and the covering letter, each page duly signed and stamped by an authorized signatory, shall be uploaded on the Central Public Procurement Portal of Government of India (<https://eprocure.gov.in/eprocure/app>) on or before **8th February, 2021 by 16:00 Hrs.**
- III. The Financial Bid submitted by fax / e-mail, etc., shall not be considered. No further correspondence on the subject will be entertained.

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2. INTRODUCTION

- a. National Pharmaceutical Pricing Authority (NPPA), an independent body of experts in the Ministry of Chemicals and Fertilizers was constituted by the Government of India vide Resolution published in the Gazette of India No. 159 dated 29.08.97. The functions of NPPA, inter-alia, include fixation and revision of prices of scheduled formulations and scheduled Medical Devices under the Drugs (Prices Control) Order (DPCO), as well as monitoring and enforcement of prices of Scheduled and Non-scheduled formulations and Medical Devices. NPPA also provides inputs to Government on pharmaceutical pricing policy and issues related to affordability, availability and accessibility of medicines and medical devices. Information regarding activities undertaken by NPPA is available on the website of NPPA.
- b. Functions of National Pharmaceutical Pricing Authority
 1. To implement and enforce the provisions of the Drugs (Prices Control) Order in accordance with the powers delegated to it.
 2. To deal with all legal matters arising out of the decisions of the Authority.
 3. To monitor the availability of drugs including medical devices, identify shortages, if any, and to take remedial steps.
 4. To collect/ maintain data on production, exports and imports, market share of individual companies etc., for bulk drugs and scheduled formulations.
 5. To undertake and/ or sponsor relevant studies in respect of pricing of drugs/ pharmaceuticals.
 6. To recruit/ appoint the officers and other staff members of the Authority, as per rules and procedures laid down by the Government.
 7. To render advice to the Central Government on changes/ revisions in the drug policy.
 8. To render assistance to the Central Government in the parliamentary matters relating to the drug pricing

3. THE PURPOSE

NPPA intends to invite Limited Tender Enquiry on CPPP Portal from the NICS empanelled (TIER-III) IT Companies/Agencies to provide annual maintenance and security related services for the websites owned by National Pharmaceuticals Pricing Authority through under the provisions of General Financial Rules, 2017 issues by the Ministry of Finance, Government of India.

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4. CRITICAL INFORMATION

Submission of Financial Bids in response to this LTE shall be deemed to have been done after careful study and examination of this document with full understanding of its terms, conditions and implications.

S. No.	Particulars	Details
1.	LTE No. and Date	NPPA/IT/AMC/01/2021 dated 22 nd January 2021
2.	Last date for submission of queries for clarifications on e-mail surendra.singh26@gov.in	29 th January 2021
3.	Reply of queries and response/clarifications on individual basis	3 rd February 2021
4.	Last date for submission of Financial Bids	8 th February 2021
5.	Opening of Financial Bids	11 th February 2021

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5. SCOPE OF WORK

NPPA owns and maintain a main website www.nppaindia.nic.in. In addition, NPPA also maintains the following associated websites. The Agency/Company shall primarily be required to provide following services for the websites mentioned below:

- (i) <http://nppaipdms.gov.in/homepage.action>
- (ii) <http://nppaimis.nic.in/cms/complainmain.aspx>
- (iii) <http://nppaimis.nic.in/nppaprice/pharmasahidaamweb.aspx>
- (iv) <http://nppaimis.nic.in/nppaprice/newmedicinepricesearch.aspx>
- (v) <http://nppaimis.nic.in/nppareg/Defaultreg.aspx>
- (vi) http://nppaimis.nic.in/digitalformI/Dg_FormI.aspx

A. For NPPA main website with URL: <http://nppaindia.nic.in>

- 1) Update the software to newer version of NPPA website and its related online services;
- 2) Vulnerabilities issues to be resolved in time bound manner;
- 3) Updation of contents in the website in the existing structure on day to day basis. Contents on the website should be updated and OM/Orders/Notifications to be uploaded on the website as per the requirements from time to time;
- 4) Backup to be taken for the data base of all online services hosted by NPPA and files on monthly basis;
- 5) Website to be maintained as per the Guidelines of National Information Center (NIC);
- 6) Guidelines/updates on Cyber Security issued by NIC / CERT-In / Government to be complied with in time bound manner;
- 7) Follow the GIGW Guidelines for NPPA Websites
- 8) Compliances for the Security Audits of the all the Websites
- 9) If any tickets raised through penetration testing randomly or on requirement basis, to be fixed upon.
- 10) It is hosted in NIC clouds in cm-13- regular patches updation, any other work related with updation/ fixing the issues as reported from NIC clouds to be taken care of.
- 11) Regular backups and ensure the website is up and running without any problems etc.
- 12) Advice to NPPA on issues concerning Security/maintenance/updation of NPPA Websites.

B. For NPPA Applications with URL: <http://nppaidms.gov.in/homepage.action>

- 1) IPDMS application is hosted in this domain as per DPCO-2013 in Java technology with struts/Hibernate and database as postgresql.
- 2) Audit certificate was valid upto the year 2017, and no changes carried out after that.
- 3) Hosted in NIC clouds in two VMs in cm-01, no space can be allotted in this as per the mail from NIC hosting division.
- 4) As per the mail from NIC hosting team, entire applications and VMs in cm-01 to be shifted to the new CM as per the mail from NIC hosting team.

C. For NPPA Applications with URL: <http://nppaimis.nic.in/>

- 1) All the applications are in windows operating system.
- 2) Audit certificate was valid from the year 2017 to 2019 and no changes carried out.
- 3) Hosted in NIC clouds in two VMs in cm-01, no space can be allotted in this as per the mail from NIC hosting division.
- 4) As per the mail from NIC hosting team, entire applications and VMs in cm-01 to be shifted to the new CM as per the mail from NIC hosting team.

Any other work related to the above websites as and when need arises.

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6. PRE-QUALIFICATION CRITERIA

Sl. No.	Pre-qualification Criteria	Supporting Compliance document
1.	The Bidder shall be a Firm/ Company/ Partnership / Proprietorship Firm / Registered Society/ Registered Trust in India	Copy of Certificate of Incorporation / Registration / Bye Laws
2.	The Bidder should be able to provide the services and having presence in the country as per the "Scope of Work".	Certificate by authorized persons of the Bidder's organization for the same
3.	The Bidder should have valid enplanement with NICS (TIER-III) for the services mentioned in the 'Scope of Work'	Valid Certificate of Empanelment from NICS
4.	The Bidder should not have been black-listed, debarred by the Government, Statutory Body, Autonomous Body, Local Body, Public Sector Undertakings etc.	An undertaking for the same

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7. PRE-SUBMISSION QUERIES, RESPONSES AND ISSUE OF CORRIGENDUM, IF ANY

- a. Queries on the scope of work or any other item of this LTE, if any, may be raised by e-mail to surendra.singh26@gov.in in the following format:

S. No.	Page No. of LTE	Clause of the LTE	Clarification sought

- b. After limited sharing of the LTE to all the empanelled TIER-III companies with NICSI, all queries received shall be responded promptly.
- c. NPPA makes no representation or warranty as to the completeness or accuracy of any response made in good faith, nor does NPPA undertake to answer all the queries that have been posed by the Bidders.
- d. The responses to all the queries from all Bidders will be replied individually though e-mail/ or by Post within the stipulated time frame.
- e. At any time prior to the last date for receipt of LTE, NPPA may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the LTE document by issue of corrigendum(s) through e-mail/post to the companies to whom invitation for LTE has been sent.
- f. Any such corrigendum(s) shall be deemed to be incorporated into this LTE.
- g. In order to provide prospective bidders reasonable time for taking the corrigendum(s) into account, NPPA may, at its discretion, extend the last date for the receipt of LTE which shall be intimated through e-mail/post to the companies to whom invitation for LTE has been sent.

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8. SUBMISSION OF BIDS

A. Financial Bid

- a. The interested Bidders shall submit Financial Bid on Central Public Procurement Portal of Government of India (<https://eprocure.gov.in/eprocure/app>) and will complete all the formalities/process mentioned for the same.
- b. Financial Bid should contain only the total annual cost of the work, clearly broken into charges of the agency for the work and taxes (rate and amount).

B. Validity of Offer:

The offer submitted under the Bid in response to this LTE shall be valid for a period of three (3) months.

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9. BID PREPARATION COSTS & RELATED ISSUES

- a. The Applicant is responsible for all costs incurred in connection with participation in this process, including, but not limited to, costs incurred in preparation of proposal, participation in pre-bid meetings/ discussions, opening of bids, etc., if any. NPPA in no case will be responsible or liable for these costs, regardless of the conduct or outcome of the LTE process.
- b. This LTE does not commit NPPA to award a contract or to engage in further process.
- c. All documents/ materials submitted by the Applicants will become the property of NPPA.

10. PAYMENT TERMS

- a. Payment for the work shall be made on quarterly basis, upon submission of the bills for a quarter in the subsequent quarter.
- b. The payment shall be subject to satisfactory performance of the agency.

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II. GENERAL CONDITIONS

- a. Disqualifications:
- NPPA may, at its sole discretion and at any time during the evaluation process, disqualify any agency, if the agency has:
- i. Submitted the proposal/ documents after the due date;
 - ii. Made misleading or false representation in the forms, statements and attachments submitted in proof of the eligibility requirements;
 - iii. Exhibited a record of poor performance such as abandoning works, not properly completing the contractual obligations, inordinately delaying completion or financial irregularities, etc. in any project of any organization of Government of India or State Government in the preceding three year;
 - iv. Submitted a proposal that is not accompanied by required documentation or is non-responsive;
 - v. Failed to provide clarifications related thereto, whenever sought;
 - vi. Submitted more than one Proposal;
 - vii. Declared ineligible by any organization of the Government of India or State Government for corrupt and fraudulent practices or blacklisted for any reasons;
 - viii. Submitted a conditional proposal.
- b. NPPA reserves the right to accept or reject any or all the bids without assigning any reason thereof.
- c. NPPA intends to award the AMC contract for NPPA websites for on yearly basis for maximum of 3 years subject to satisfactory performance of the selected Bidder.
- d. NPPA may short close the AMC contract with prior Notice of 30 days without assigning any reason for the same.
- e. All the documents/information asked in this Bid shall be duly signed by the authorized representative and shall be submitted over CPPP Portal within the stipulated time frame.

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Format for Covering Letter on Letterhead of the Agency

<Location, Date>

To,

Director (Admn)
Monitoring & Enforcement Division,
National Pharmaceutical Pricing Authority (NPPA),
5th Floor, YMCA Cultural Centre Building,
I, Jaisingh Road, New Delhi – 110 001

Sir,

We, the undersigned, offer to provide our services for maintenance and security related works for NPPA websites as detailed under “Scope of Work” of the Limited Tender Enquiry issued by NPPA vide LTE No XXXXXX dated XXXXX

2. We are hereby submitting our Financial Bid against the above mentioned Limited Tender Enquiry. Our Financial Bid shall remain valid for a period of 3 (three) months from the last date of submission of Bids.
3. We understand you are not bound to accept all or any Bid you receive against the above mentioned LTE.
4. We fully understand and agree to comply that on verification, if any of the information provided here is found to be misleading, we are liable to be dismissed from the LTE selection process or termination of the contract during the project.
5. We agree to abide by the conditions set forth in this LTE.
6. We hereby declare that our proposal submitted in response to this LTE is made in good faith and the information contained is true and correct to the best of our knowledge and belief.

Sincerely,

<Applicant’s Name with seal>

Name: <<Insert Name of Contact>>

Title: <<Insert Title of Contact>>

Signature: <<Insert Signature>>

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Encl:

1. Authorization Letter in the name of the person concerned representing Bidder
2. Copy of the Limited Tender Enquiry duly signed by the authorized representative of the company/agency
