Minutes of Pre-Bid Meeting in connection with "Study, Supply, Implementation and post Implementation of Software Solution to automatize the Building Permission System for New Town Kolkata Development Authority (NKDA) held on 29th May, 2015 at 3.00 P.M. in the Conference Room of 01, MAR, New Town, Kolkata.

The following were present in the meeting:-

1. Shri Pradeep Roy, Chief Engineer, NKDA
2. Shri AF Aktaruzzaman, Technical Director, Scientist-E, NIC
3. Shri PB Bhattacharjee, Chief Planner, WBHIDCO
4. Shri Sukrit Chatterjee, ChiefArchitect, NKDA
5. Shri Debadityo Kumar, Addl Chief Planner, WBHIDCO
6. Shri Uttam Kumar Jana, Superintending Engineer, NKDA
7. Shri Sukanta Kumar De, Administrative Officer, NKDA
8. Shri. Abin De, Executive Engineer-I, NKDA
9. Shri. Malay Das, Finance Officer, NKDA
10. Shri Pritam Thakur, System Manager, NKDA
11. Shri Koushik Dhar, Assistant Engineer (S)-I, NKDA
12. Smt. Madhabi Chakraborty, Assistant Engineer (S)-II, NKDA
13. Shri Mainak Maj, Rep from Softtech Engineers Pvt. Ltd.

Shri Uttam.Kumar.Jana, Superintending Engineer (M/E), NKDA welcomed all the members and highlighted the subject for discussion in the pre-bid meeting.

Shri A.F.Aktaruzzaman, Scientist-E, Technical Director, NIC has briefly discussed the following points which the application software should perform.

After detailed discussion, the following resolution has been taken by the committee:

1. The entire application should be fully automated and be able to automatically update the changes as and when done as per the requirement. The application should strictly check all the rules and regulation mentioned in the Buildings Rules 2009 of NKDA and should be able to incorporate any amendments, modification and notification made by NKDA and appropriate Authority time to time.

2. The application should able to identify all the drafting error made in the drawing sheet. An error report sheet should be generated accordingly.

3. Source code for the application which will be developed for NKDA is to be handed over to NKDA at the time system go-live. Any changes in source code during the time of maintenance is to be submitted separately. It is mandatory to provide STQC certification by the bidder before go-live and whenever there is any modification in source code.

4. The payment schedule remains unchanged. No exemption will be given to the bidders in terms of Earnest Money and Security Deposit as per the order issued by Finance Department, Govt. Of West Bengal vide Order No. 4245-F(Y) dated 28th May 2013.

The meeting ended with vote of thanks to and fro from the chair of Shri Uttam Kumar.Jana, Superintending Engineer (M/E), NKDA.

Sd/-

(Anindya Karforma)
Chairman of this Committee and
DG Building Kolkata Municipal Corporation

Memo No. 3174/1/(12)/NKDA/Admn-172/2011 (Pt)   Date: 04/06/2015

Copy for information and necessary action to:

1. Shri Pradeep Roy, Chief Engineer, NKDA
2. Shri AF Aktaruzzaman, Technical Director, Scientist-E, NIC
3. Shri PB Bhattacharjee, Chief Planner, WBHIDCO
4. Shri Sukrit Chatterjee, ChiefArchitect, NKDA
5. Shri Debadityo Kumar, Addl Chief Planner, WBHIDCO
6. Shri Sukanta Kumar De, Administrative Officer, NKDA
7. Shri. Abin De, Executive Engineer-I, NKDA
8. Shri. Malay Das, Finance Officer, NKDA
9. Shri Pritam Thakur, System Manager, NKDA
10. Shri Koushik Dhar, Assistant Engineer (S)-I, NKDA
11. Smt. Madhabi Chakraborty, Assistant Engineer (S)-II, NKDA
12. Shri Mainak Maj, Rep from Softtech Engineers Pvt. Ltd.

SL No	Organisation	Bidding Document Reference(s) (section number/ page)	Content of RFP requiring Clarification	Points of clarification required	Clarification
1	SoftTech Engineers Pvt. Ltd.	Clause No. 12. Intellectual Property Rights: Page No. 11 of Technical Documents	**All the Software along with the data that has been developed for NKDA** shall remain the exclusive Intellectual Property of the NKDA and the vendor shall not disclose it to any other party. However NKDA shall be entitled to fully use the software thus created at any number of location of NKDA without any royalty or license fees. Before the System –Go – Live the Vendor shall handover the source code in two copies in CDs to NKDA for their exclusive use. The O&M period for the solution is 5 years after Actual System – Go – Live. At the end of each O&M year, the vendor shall submit the source code in two copies in CDs to NKDA	There are readymade Commercially off the Shelf (COTS) application available for meeting the functionalities. These COTS applications are highly customizable and configurable. Bidder may opt to offer the COTS product. In such case, the customized part of the source code can be provided to NKDA. Vendor prefer to provide COTS product for implementing the solution fast and to make the project successful.

Thus Kindly replace the clause as All the customized Software along with the data that has been developed for NKDA shall remain the exclusive Intellectual Property of the NKDA and the vendor shall not disclose it to any other party. However NKDA shall be entitled to fully use the customized software thus created at | Entire software which to be deployed for NKDA with any changes incorporated during the maintenance period., is a part of Intellectual property. |

				any number of location of NKDA without any royalty or license fees. Before the System –Go – Live the Vendor shall handover the customized source code in two copies in CDs to NKDA for their exclusive use. The O&M period for the solution is 5 years after Actual System – Go –Live. At the end of each O&M year, the vendor shall submit the customized source code in two copies in CDs to NKDA	
2	SoftTech Engineers Pvt. Ltd.	Clause No. 4.2. Web Portal Detailed Requirements under Automatise the building permission System Web Portal Requirements Page No. 6 of Technical Documents	Technical persons should able to check the drawing is correct or not even any drafting error before official submission for plan sanction. The correspondence checking will be done at the server and feedback will goes to client end. No external checking should be done through web portal and software required to download for end users.	Clarification sought that Architect before submitting the proposal should be able to check and identify the Plot and Building entities drawn, check correctness of layers, identify failed entity if the drawn entities are properly closed or not, proper name/text has been written inside the entities or not, corresponding floor plans and sections are provided or not so that proposals are not rejected for fault of drawings. Is our understanding correct, please clarify.	Any type of drafting error.

3	SoftTech Engineers Pvt. Ltd.	Clause No. 6.3 Development Stages Point No. E. Integration with e-governance Page No. 8 of Technical Documents	Integrated with the existing e-Governance software and application running in NKDA.	Clarification sought that the application provided by vendor should be having features for integration external application through SOA. Our understanding is that the vendor will study the scope of the vendor will study the scope of integration with e-governance integration software as defined in clause 6.3, Point E During system studies and will come out with integration touch points. Only upon finding the necessity for integration related to building permission will be taken up for integration. It is presumed that the existing application will provide web service or any other suitable mechanism for integration. Kindly confirm the same	Data sharing services will be implemented at both the application level and these services will be used for data exchange between the applications.
4	SoftTech Engineers Pvt. Ltd.	Clause No. 17 STQC Testing and Certifications Page No. 14 of Technical Documents		The Payment for testing (for STQC Certification) the application software shall be done by NKDA. Kindly clarify the same.	Bidder has to provide STQC certification for entire application which will be deployed in NKDA and future changes made during maintenance period.
5	SoftTech Engineers Pvt. Ltd.	Security Deposit of Rs. 1,00,000/- and Special Security Deposit of Rs. 5,00,000/- Page No. 5 of NIT		Kindly request you to consider exemption of Bid security or EMD amount for Bidders registered with National Small Industries Corporation Limited (NSIC)	No changes.

6	SoftTech Engineers Pvt. Ltd.	Point No.1 Page No. 1 of NIT	All the bidders will have to submit Bid security money, which may be remitted by separate Demand Draft / Banker's Cheque to be issued from any scheduled bank in favour of the "New Town Kolkata Development Authority" payable at Kolkata and also to be documented through e-filling. The Lowest bidder shall submit the hard copy of the Demand Draft / Banker's Cheque under sealed cover (super scribing the name of work with RFP No) to the Office of New Town Kolkata Development Authority at 03,MAR New Town, Kolkata-700156 with his acceptance letter of the LOI (Letter of Intent).	Kind request to confirm that we don't have to submit Bid security in hard copy at the time of submission of bid. It is to be submitted only by the bidder who is declared lowest. Kindly let us know the understanding is correct.	As it is e-Tendering, the bidder has to upload the scanned copy of EMD at the time of bidding. Hardcopy required to be submitted for L1 only.
7	SoftTech Engineers Pvt. Ltd.	18. Technical Evaluation Matrix Section 3 Page No. 15 of Technical Documents	Average Annual turnover of Lead Vendor for the last 3 years	In the criteria a jump of 100% is not a justified approach. Request to consider 15 Cr. Turn over for next level of TQ criteria.	No change
8	SoftTech Engineers Pvt. Ltd.	Clause No, 4. Detailed Requirements - Software & Web portal Point No. 4.1. Detailed Requirement of Automatise the building permission System Page No. 4 of Technical Documents	o) System should able to check service drawings (Water, Sewerage, Drawings etc.) as per NKDA requirement.	We propose that system will take parameters/ attributes related to the services and will apply rules to produce deviation reports, Kindly confirm	The parameter for Service drawings (Water, Sewerage, Drawings etc.) required being check as per checking points of NKDA.

9	SoftTech Engineers Pvt. Ltd.	5. Departments of NKDA Point No. 3,4, and 5 Page No. 7 of Technical Documents	Airport Authority Fire Department Environment Department	Clarification Sought that the application will not be covering the activities of issuance NOC from Airport Authority, Fire Department, Environment Department, but would be limited only to here the "NOC" attached to application as per requirement, and checking the status.	System should option to upload related NOC drawing for related departmental users. System should also provision for attachment of drawings for applicant and Technical persons.
10	SoftTech Engineers Pvt. Ltd.	8) Payment Milestone Page No. 4 of NIT		SRS is an important milestone for Software implementation project and lot of effort is put in by vendor for achieving the same. Request to consider 20% payment against SRS and adjust other payment milestone accordingly.	no changes
11	SoftTech Engineers Pvt. Ltd.	2. Project Objectives Page No. 2 of Technical Documents	Upgrade existing building approval system	Explain features of the current application, Are you planning to use it or scrap it with new system? Expected Integration	As a part of study of system software, bidder has to evaluate whether existing system can able to update or not. Else fresh development may be done.

12	SoftTech Engineers Pvt. Ltd.	3. Scope of Work G. Information Technology Systems Page No. 3 of Technical Documents	IT systems configuration, which shall include the server configuration, client configuration, peripherals, redundancy, bandwidth considerations, backup, storage systems, networking, structured cabling and power conditioning etc. including Software side study shall also be conducted which shall include the operating system, databases, security, etc. NKDA will provide hosting environment only.	Clarification sought that the vendor shall only propose hardware requirements for hosting the application which shall be procured by NKDA. However system software, Data base, antivirus, CAD components etc. for the application is to be supplied by vendor. We presume that payment/SMS/Email gateways will be provided by NKDA.	Successful bidder has to give the requirement for hardware for deployment of application in server. Along with bidder have to study the client system also. Procurement of hardware is out of scope of this RFP. But any licence software, data based for running the entire application is a part of the bidder. Providing SMS and Email gateway is under the scope of Bidder.
13	SoftTech Engineers Pvt. Ltd.	6.3 Development Stages: H. Actual System - Go Live Page No. 9 of Technical Documents	Once system Go Live, entire application will be monitored for the period of 05 month.	On Completion of 10 cases through the application/ application running for 5 months, whichever is earlier should be considered as Go live.	no changes
14	SoftTech Engineers Pvt. Ltd.	8. Training Page No. 9 of Technical Documents	Selected Vendor shall conduct 10-days training on the automatise the building permission system and the customized application.	The infrastructure, refreshments etc. shall be provided by NKDA, Kindly Clarify the same	NKDA provide space only
15	SoftTech Engineers Pvt. Ltd.	Clause No. 15 Help Desk Support Page No. 13 of Technical Documents		The infrastructure, telephone, PC, Internet etc. would be provided by NKDA. Kindly clarify the same.	NKDA provide space only

| 16 | SoftTech Engineers Pvt. Ltd. | Clause No,. 18 Technical Evaluation Matrix Page No. 15 of Technical Documents | | The Technical Qualification is to assess the quality of product / service rendered by the vendor in respect to the RFP request. To assess the vendor qualifying the quality, request to add the clause - The proposed OEM product by the bidder should have been used to process a minimum of 1000 building plans =1000 Plan = 10 Marks >1000 to 5000 = 15 Marks >5000 = 20 Marks Suggest to redefine the marks accordingly. | no changes |
| 17 | SoftTech Engineers Pvt. Ltd. | 8) Payment Milestone Page No. 4 of NIT | | The supply of System software, Database and related software for hosting the applicaton on the hardware provided by NKDA being in the scope of Vendor, consider to redifine the payment terms as these investment by vendor is not getting paid adequtely. Suggest to make the payment of System software in full after delivery and installation. | No changes |

18	Xinthe Technologies Pvt. Ltd.	4.1 Eligibility Criteria NIT - Page 2	At least 04(four) similar projects in development of automating the building permission system for ULBs/ municipalities/ corporation and running successfully more than 02 years after Go- Live.	Having one successful implementation as a criteria would prove the domain expertise to ensure eligible bidders participate and raise competition. Request to amend the clause as At least 01(one) similar projects in development of automating the building permission system for ULBs/municipalities/ corporation and running successfully more than 02 years after Go-Live.	no changes
19	Xinthe Technologies Pvt. Ltd.	Point 8 Payment Milestone NIT - Page 4		Request to make the full payment of System software after delivery and installation.	no changes
20	Xinthe Technologies Pvt. Ltd.	Point 8 Payment Milestone NIT - Page 4		Request to make 20% payment against SRS	no changes
21	Xinthe Technologies Pvt. Ltd.	Security Deposit of Rs. 1,00,000/- and Special Security Deposit of Rs. 5,00,000/- NIT - Page 5		Request to consider exemption of EMD amount for Bidders registered with National Small Industries Corporation Limited (NSIC)	no changes
22	Xinthe Technologies Pvt. Ltd.	Point 18 Technical Evaluation Matrix Section 3 Technicial Document - Page 15	Average Annual turnover of Lead Vendor for the last 3 years	Request to make 15 Crores Turn over for TQ criteria.	no changes