

## **Directorate of Micro, Small & Medium Enterprises**

### **Government of West Bengal**

New Secretariat Building(9th Floor), 1,Kiran Shankar Roy Road, Kolkata, West Bengal 700001

**Website: [www.wbmsme.gov.in](http://www.wbmsme.gov.in)**

NO. D/13/2018

Date: 28/06/2018

#### **NOTICE INVITING QUOTATIONS**

For Modification & Annual Maintenance of web-based portal **[www.msmebengalinvest.in](http://www.msmebengalinvest.in)**

**Directorate of Micro, Small and Medium Enterprises** has been entrusted with selection of a suitable Govt./ semi-Govt./ Non-Govt. agency/ Organization/ Institution having wide experience in development & implementation/manage of such web-enabled applications. Maintenance contract for a period of 1 year.

Broad features/Scope of work and the terms and conditions governing the proposed engagement would be as follows:-

The Selected Bidder shall have to take up as per the following scope of work and complete the entire activities within a span of 1.5 months from the date of issuing notification of award of contract, unless otherwise extended by the Department. Maintenance contract for a period of 1 year.

#### **PART A: Maintenance of web portal with modification into following existing modules.**

##### **Module 1A - Funding & Investment**

The Module connects Investors and Entrepreneurs by matching Investor's interest with project proposals. The portal's online communication facility (email, chat etc.) enables the investors to contact and interact with the entrepreneurs for further enquiry. The Module has a dashboard that presents real time picture of number of entrepreneurs, investors, proposals under active consideration for funding, etc. amongst others. The digital map highlights the destinations of the State from where proposals are submitted and funding/ investment received.

##### **Module 2A - Credit Assessment**

In the Module the proposals submitted by the entrepreneurs are evaluated based on financial parameters and promoters background. An online system has been developed with support from the Knowledge Partner, IIM Calcutta for credit assessment.

##### **Module 3A - MSME Equity Fund digital gateway**

The Module provides digital gateway for equity funding for providing equity capital to potential MSMEs in the State for start-up and growth/ expansion. The Module undertakes preliminary screening and validates proposals that comply with the investment criteria of the Fund Manager. The Fund Manager, responsible for managing and operating the Fund, is also able to log into the module, search and identify prospective proposals, which matches the portfolio criteria for equity funding to enterprises. The Fund Manager then contacts and interacts with the identified entrepreneurs either through the communication channel of the portal or directly from the contact information database provided in the portal.

##### **Module 4A - Mentoring & Professional support**

The Module offers platform for connecting Entrepreneurs and Professional Experts associated with Banks/ Professional Institutions/ Consultants/ Industry Associations for

*Signature*  
28/6/18



providing mentoring and professional support to guide the Entrepreneurs to next level of business and make them investment ready

**PART B: New Module under existing web portal (Modification further required)**

Module 1 – Gateway /dashboard for Bankers (Banking Sector Module).

The Banking Sector Module will give an insight about Project proposals (Physical & Financials), Posted by Entrepreneurs and it will connect Bankers and Entrepreneurs by matching with project proposals (Physical & Financials). The portal's online communication facility (email, chat etc.) enables the banks to contact and interact with the entrepreneurs for further enquiry. And Bankers can play an important role i.e. Promotion, Financing and Development of the Micro, Small and Medium Enterprise (MSME) sector as well as for co-ordination of functions of institutions engaged in similar activities.

Module 2 – Dashboard for Different Administrative official level.

- Reporting section for admin Level like:
  - a) Details of Proposals received from entrepreneurs District wise & Month wise.
  - b) Details of Mentors with organizations.
  - c) Details of Investors.
  - d) Details of Bankers who is attached with this portal.
  - e) Summary of Investments through this portal with financials.
- Create online interactions section to assist entrepreneurs.

Module 3: Hosting of web portal for 1 year.

Renewal of Domain & Hosting with 10GB Web space in Linux server with 5 databases & 50 GB Bandwidth/Month of www.msmebengalinvest for 1 year.

Interested organizations will have to provide their quotation by filling up attached Annexure-I in sealed envelope with Required documents as mentioned written in their official letter head and signed by the Head of the Organization/ persons duly authorized to submit such bids addressed to the "**Directorate of Micro, Small and Medium Enterprises within 16/07/2018 3 PM.**"

**PART C :** Following modifications are required to be incorporated in the existing module:

a) A separate module for project preparation up to Rs.1.00 Cr may be provided in simple format without going into much details so that, an entrepreneur can easily understand the same and can prepare their own project report by themselves maintaining a standardized format and also get their Credit Rating. However, project proposal over Rs.1Cr. may follow the existing module.

b) In the Project Summary & Project Report Section (Project Details Subsection) following additional fields should be created for Startups:

Whether the Project is a Start-up initiative? Yes/No

If yes, describe the innovative part in the project in brief:

c) Any other changes identified time to time are required to be incorporate.

Applications received elsewhere, applications sent through mail or fax or post or received after the cutoff date will not be entertained under any circumstances.

Directorate of Micro, Small and Medium Enterprises reserves the right to withdraw the project or any component thereof at any point of time without assigning any reason whatsoever. They also reserve the right to reject any or all of the proposals without assigning any reasons.

*Handwritten signature and date: 28/6/18*



**Important Information:- (Date & Time Schedule)**

Sl. No.	Particulars	Date & Time
1.	Date of issue / publish /upload of NIT Documents (Publishing Date)	29.06.2018
2.	Opening Date of collection /download of Tender Documents	29.06.2018
3.	Last Date of collection /Download of Tender Documents	16.07.2018
4.	Last Date of submission of Quotation	16.07.2018, 2:00 p.m.
5.	Date of opening of Quotation	16.07.2018, 3:00 p.m.

Condition:

(1) All papers / documents / Printed materials (Hard copy) will be collected physically by your representative from Directorate of MSME or it can be downloaded from the website [www.wbmsme.gov.in](http://www.wbmsme.gov.in).

(2) Minimum 1 Yrs. of experience in above mentioned type of work in Government department is required. (Proof of experience should be submitted).

(3) Payment will be made after satisfactory completion of the work order. The necessary bill & work done certificate issued by appropriate authority should be produced for making payment at that time.

(4) The intending quotationer is required to quote the rate in figures as well as in words as price.

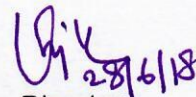
(5) No CONDITIONAL/ INCOMPLETE QUOTATION will be accepted under any circumstances.

(6) The Director, MS&ME reserves the right to cancel the NIQ due to unavoidable circumstances and no claim in this respect will be entertained.

The Sealed Quotation must be super scribed "**Quotation for Annual Maintenance and modification of web based portal [www.msmebengalinvest.in](http://www.msmebengalinvest.in) for Directorate of Micro, Small and Medium Enterprises**" and is to be submitted at Directorate of Micro, Small & Medium Enterprises, N.S. Building, 9<sup>th</sup> Floor, Room No. 10, A Block, 1, K.S. Roy Road, Kolkata 700 001. within 16<sup>th</sup> July, 2018 at 02.00 P.M. The tender/quotation will be opened at the same day at 03.00 P.M. in presence of the bidders or their representatives.

For any query please contact with Sri Abhijit Bandyopadhyay, Deputy Director of MSME. Contact No. 033-4061 3062.

The undersigned reserves the right to cancel the quotations or tender process suo motu without assigning any reason.



Director

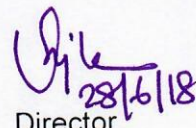
Micro, Small & Medium Enterprises,  
West Bengal

No: D/157(3)/2018

Date: 28/06/2018

Copy forwarded for information & taking necessary action to:

1. Joint Director of MSME (P&S) /(Accounts) / (Audit),/ Dy. Director of MSME Dte. of M&SSE, WB
2. Notice Board & [www.wbmsme.gov.in](http://www.wbmsme.gov.in) of this Directorate for wide publication.
3. Office copy



Director

Micro, Small & Medium Enterprises,  
West Bengal



## Annexure-I

### **Format**

#### Format for submitting financial BID

1. Name of the Enterprise ( Bidder) :
2. Address of the Enterprise :
3. Phone No: :
4. Mobile No :
5. Website & e-mail address :
6. No. of key personnel (Technical) in the organization:
7. Experience of similar work :  
( enclose documentary evidence)
8. Bid amount for the entire work (Incl.GST) : Rs.

Declaration: I have gone through the Notice inviting Quotation No.                      Dated :  
29/06/2018 and clearly understood the nature of job. The information submitted in the  
format is true to the best of my knowledge.

Signature of the Bidder  
Seal

### Enclosure:

- i. Trade License
- ii. Up to date IT returns
- iii. Professional Tax Certificate with copy of Pan Card.
- iv. Up to date VAT / GST Tax return
- v. GST certificate.
- vi. PAN