

Government of India
Ministry of Communications
Department of Telecommunications
Sanchar Bhawan New Delhi 110001

New Delhi, Dated **28/04/2017**

Corrigendum Notice

In the response to tender enquiries for the tender no. 8-48/2016-IT-V dated: 12.04.2017 publicized on the websites <http://eprocure.gov.in/eprocure/app> and <http://www.dot.gov.in> The tender was invited under two bid system from eligible bidders for “Scanning/Digitization of Physical Documents in DoT HQ, Sanchar Bhawan, New Delhi-110001

The addendum and clarifications in respect to bidders queries are as follows. Further, it is to clarify that, all the terms & conditions of the aforesaid tender remains same.

Addendum			
S.No.	Section	Original Clause	Modified or New Clause
1	4e) I.	Bid security in the form of Bank Draft for Rs. 60000	Bid security in the form of Bank Draft for Rs. 60000. Exemption allowed as per MSME guidelines
2	4e) XV.	-----	Proof for registration with MSME etc. for seeking price preference, experience & turnover relaxation
3	4e) VI.	Performance Security Bond Form (Annexure- V)	Performance Security Bond Form (Annexure-V), to be submitted at the time of signing of contract post award of contract

Clarifications			
S.No.	Query	Relevant Section	Clarification
1	Exemption of Tender document fee	Section 4e) XII.	Allowed in eProcurement System
2	Exemption from Payment of Earnest Money	Section 4e) I.	Addendum generated and Modified in eProcurement System. As per section 4(J) proper documents are to be furnished in case of claiming exemption
3	Price preference, experience & turnover relaxation		As per extant guidelines and applicable rules of Government of India
3	Documents to be scanned are in loose sheets or in hard bind book state?	3. SCOPE OF WORK	Both, but mostly in loose sheets
4	In case documents are in book bind state then same can be unbound for the purpose of ADF scanning?		As per the requirement of officer/section/in-charge
5	What is average page per file/record for scanning		Data not available
6	Please specify percentage of each page size from total volume		Data not available, but mostly A4
7	As some documents need to be repaired for scanning, so please specify approx	Section 3 a) IV. Since some documents are old and are not in good	Data not available

	percentage of such documents for repairing.	physical condition...	
8	It is requested to provide minimum metadata entry fields per file/record along with average characters per field to provide best per page quote	Section 3 d) II. Carry out the scanning and profiling (including any Meta data entry) of the documents...	Not available now, provided before the signing of contract, but there would be very limited no. of fields
9	As per our understanding metadata entry will be done in English language only.		Yes
10	On which page of the records, metadata entry information will be available like first page or specific page or any page.		As informed by officer/section/in-charge
11	As per our understanding scanned data will be provided in electronic media such as DVD/HDD and there is no DMS software for image archival/retrieval, Please clarify our understanding.	Section 3 b) V. ...scanned data in an appropriate electronic media provided by Department of Telecommunications.	No DMS available, Storage media shall be provided by officer/section/in-charge for data movement
12	Do we need to scan documents in all the mentioned mode like B/w or Grey- scale or color OR it can be scanned in Black & White mode only which will reduce storage size and increase retrieval speed.	Section 3b) I. ...B/w or Grey-scale or color	As per the requirement of officer/section/in-charge, but mostly are in B/W except note sheets which are to scanned in color

13	(1) As Space, Furniture and Electricity will be provided by DoT , what about other required infrastructures to carry out digitization project like security, UPS, Power backup, Electrical points, Air-conditioned environment and facility management services like drinking water, cleaning of premises, washroom etc.	Section 2 xi. ...The space, furniture and electricity shall be provided by the Department free of charges.	As per availability
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This is issues with the approval of **SANJAY KUMAR MITTAL,**
DDG(SKM)-IT, O/o DDG(IT)

Shailendra Sagar

ADG(IT-II)

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