

Ministry of Law & Justice  
Department of Legal Affairs  
Government of India

Tender No. MOL/E-LIB/TERM/2011

NOTICE INVITING TENDER

LIMITED TENDER NO: MOL/E-LIB/TERM/2011

DATED 01.07.2011

**BACK GROUND:**

In the present days of globalization and mass trade digitalization of library and e-books are gaining popularity and are very much essential for the lawyers, students, researchers and teachers and all those who are dealing with legal matters including the officers of the Government of India. Hence with an intent to expand the legal knowledge base in India and to provide the facility of providing access to legal knowledge and information to all those who are in need it has been decided to create 'National e-Law Library' to cater the needs of the public at large.

**TENDER SPECIFICATION: CREATION OF NATIONAL E-LAW LIBRARY**

Dear sir/madam

Sealed tenders are invited from all those Law book publishers or law book sellers or any other such service providers or firm or establishment who are dealing with law books/publications/journals and having more than 15 years of experience in the relevant field for creation of 'National e-Law Library' having its place at New Delhi, at Hindustan Times Building, Connaught Place, New Delhi under the administrative control of Ministry of Law and Justice as per the following terms and conditions:

- (1) The creation of National e-Law library will be done under two phases.
- (2) Phase- I of the project is to provide an on-line access to academic universe and Phase-II will be to extend the same to others to enable them to have access to the services from any location within or outside India through a domain base.
- (3) To provide each user an IP access number and operation manual for this purpose.
- (4) To add dimension into legal education space, providing each student an IP access account which will enable the students and faculty members to contact the other Law Universities/Schools/Colleges.
- (5) Providing a toll free number to all the users for help and support and also e-mail service to all the users for help and support
- (6) The IP access/control of the e-library will rest with the Ministry of Law & Justice. The IP access will be of two categories one of free of cost and the other on payment some charges as may be fixed or prescribed and the charges, if any, levied will be credited to the account of Ministry of Law & Justice.

- (7) Providing on-line access to lawyers, students, researchers and teachers and all those who are dealing with legal matters including the officers of the Government of India (in Phase-I).
- (8) Providing access to law journals, cases decided by various courts Tribunals including the Supreme Court, various law books (both Indian as well as foreign) without any violation of copy right or any such legal rights accrued or conferred upon any author or publisher.
- (9) Providing access to various notifications, statutes and other related information pertaining to law and up gradation of such information from time to time.
- (10) The last date for submission of the tender is 15.07.2011 (3PM)**
- (11) On basis of the technical and financial evaluation the tenders will be processed for selecting the prospective bidder on or before 19.07.2011.
- (12) The successful bidder has to complete the work required for implementing of the first Phase of the project and the final date for trial of the first phase of the project is 10.08.2011 and the final inauguration of the National e-Library is 15<sup>th</sup> August, 2011.**

#### **SECURITY DEPOSIT:**

Successful tenderer will have to make a standing security deposit of **Rs. 50,000/- (Rupees fifty Thousand only)** for the award of the contract. The security deposit may be in the form of FDR from any Nationalized Bank, in the name of DDO, Department of Legal Affairs, Ministry of Law & Justice and will remain with this Ministry till the completion of all contractual obligations.

#### **TIME SCHEDULE:**

A reasonable time schedule will be drawn by the department for completion of both Phase-I and Phase-II of the Project. It is also to be ensured that all assigned projects works will be completed on or before the stipulated date and time as fixed by the department.

#### **SUBMISSION OF APPLICATIONS:**

Interested parties may download the 'Tender Specification', ('Technical Bid' and 'Financial Bid') from our website [www.lawmin.nic.in](http://www.lawmin.nic.in). Completed tenders duly sealed in separate envelopes, and both the envelopes further sealed in a big envelope, **must reach this office on or before 15.07.2011 (3.00 PM), addressed to the Joint Secretary (Administration), Ministry of Law & Justice, Department of Legal Affairs, Room No.411(A) Shastri Bhawan, New Delhi-110001.** An inspection team of this Ministry will inspect the capacity of the suitable party after opening of the 'Technical' Bids. 'Financial Bids' of only those bidders who are technically qualified would be opened on 19-07-2011. The following words should be super-scribed on the envelope:--

**“Confidential Contents Quotation for National e-Law Library”**

The bid document should also specify details with regard to the installation charges, cost of hardware, software, and maintenance etc. The Ministry reserves the right to cancel any or all the tenders without assigning any reason. The tendering firm must submit the VAT/Service Tax clearance Certificate, in the absence of these documents; the tender will not be entertained. All firms participating in tender must submit the list of their owners/partners etc along with the contact telephone numbers and certificate/undertaking to the effect that the firm is neither blacklisted by any Government Department nor any criminal case is registered against the firm.

Please note that quotations received after due date and time will not be considered.

**PENALTY:**

In case of delay, penalty of ten thousand per day will be imposed. This office will decide the amount of other penalties in accordance with the facts and circumstances.

**OTHER REMARKS:**

1. Time schedule must be adhered to.
2. Rates should be quoted both in words and figures and preferably typed.
5. All material will have to be collected and IP access has to be provided by the provider/party at his own cost
6. All taxes should be included in the quoted rates.
7. The contract will be for a period of two years and may be extended for further period on mutual terms and conditions and satisfactory performance of the party/provider.
8. In case of poor performance or delays, liquidated damages (penalty) are likely to be imposed or the contract will be cancelled and Security Deposit forfeited also.
9. It will be the discretion of the Ministry to accept or not the lowest rates.
- 10.No increase in rates for providing the service or for material will be entertained for small variation in market during the contract period.
- 11.All disputes if any arise may be settled amicably through mutual consultations and negotiations. In case if the dispute is not resolved as per the mutual negotiations upon an agreement between the parties the same may be referred to arbitration and the award of the arbitrator will be final and binding on the parties.
- 12.Tenderer can withdraw his quotation before the opening of tender.
- 13.Tenderers can send their representative at the time of opening of tender.
14. Incomplete or conditional tender will not be entertained.

**NOTE: Forms of both 'TECHNICAL' and 'FINANCIAL' bids is enclosed. Technical bid should contain the EMD along with press details. Financial bid will have your quoted rates only in a separate sealed envelope.**

**TECHNICAL BID**

1. Name of provider/party :

2. Address for correspondence

(a) Regd. Office:

(b) Branches if any:

3. Telephone Nos.

(a) Regd. Office:

(b) Branches:

3. Year in which established:

4. Nature of incorporation:

5. Details of previous similar project undertaken:  
(use separate sheet if feel necessary)

6. Name(s) of Partners (if any):

7. Name(s) / Addresses of Bankers:

8. Names of Central / State Government clients, if any, of last 5 years:

9. Earnest Money Deposit (EMD): DD No. \_\_\_\_\_ Dated \_\_\_\_\_ Name of the issuing bank \_\_\_\_\_ **Earnest Money deposit** of Rs.5,000/- (rupees five thousand only) in the shape of Demand Draft in original in the name of DDO, Department of Legal Affairs, Ministry of Law & Justice New Delhi 110001 in a separate cover inside the Technical Bid sealed cover.

**Attested copies of the following documents may be enclosed in your Technical Bid:**

- a) **'Bank Solvency'** Certificate from your banker.
- b) **'Incorporation ' certificate** issued by the State / Central Govt. authorities.
- c) Copies of **Income Tax returns** of the last 3 (three years).

DECLARATION

I/ we hereby certify that all the particulars given above are correct.

Printer's Signature \_\_\_\_\_  
(Printer's stamp) \_\_\_\_\_  
Name of the firm \_\_\_\_\_  
Dated \_\_\_\_\_

**FINANCIAL BID**

**Your rates should be quoted on the following lines including cost of servers, all taxes and other incidental charges etc.**

i) Rs. \_\_\_\_\_ for implementation of the first phase of the project

ii) Rs. \_\_\_\_\_ for implementation of the second phase of the project.

(iii) Rs. \_\_\_\_\_ for upgradation of the material provided on the IP access whenever there is any substantive change in the material provided.

(iv). Rs.....for installation of new equipment like servers/high capacity computers etc

(v). Rs. ....towards subscription/renewal of various online journals/publications

I/We undertake that the assigned job will be done in strict accordance with the terms and specifications of the tender set out above.

Signature \_\_\_\_\_  
(with stamp)

Date \_\_\_\_\_

