DIRECTORATE OF ECONOMICS AND STATISTICS, ODISHA, BHUBANESWAR

Tender Notice No-1 /SSS-2016

Technical and Financial bids are invited from the established and empanelled vendors with clear understanding, experience and expertise on development of database of DE&S by using Devinfo platform. For details of terms and conditions and submission of applications etc, please visit website http://www.desorissa.nic.in and http://www.odisha.gov.in/pc

Sd/-
Director,
Economics and Statistics

Tender Notice

Important Information to Bidders

SI No.	Information	Details
1.	Tender No. and Date	01/SSS- 2016-17
2.	Date of pre-bid meeting	05--10-2016 by 11.30am
3.	Last date (deadline) for submission of bids	17-10-2016 by 3.00 pm
4.	Date of opening of Technical Proposal	18-10-2016 by 11.30 am
5.	Technical Presentation	20-10-2016—2.00 pm DIRECTORATE OF ECONOMICS AND STATISTICS, ODISHA 4th Floor, Heads of Department Building, Bhubaneswar-751001,
6.	Place, Time and Date of opening of Financial proposals received in response to the TENDER notice	22-10-2016—11.30 am DIRECTORATE OF ECONOMICS AND STATISTICS, ODISHA 4th Floor, Heads of Department Building, Bhubaneswar-751001,
7.	Contact person for queries	M.F.Khan, Dy Director / B.N.Mohanty, Dy Director DIRECTORATE OF ECONOMICS AND STATISTICS, ODISHA 4th Floor, Heads of Department Building, Bhubaneswar-751001
8.	Addressee for submission	DIRECTORATE OF ECONOMICS AND STATISTICS, ODISHA 4th Floor, Heads of Department Building, Bhubaneswar-751001, *Phone* .+91-674-2395473 / 9437268731

Disclaimer

All information contained in this Tender Document is in good interest and faith. This is not an agreement and is not an offer or invitation to enter into an agreement of any kind with any party.

Though adequate care has been taken in the preparation of this Tender Document, the interested firms shall satisfy itself that the document is complete in all respects. The information is not intended to be exhaustive. Interested bidders are required to make their own enquiries and assumptions wherever required.

The Director, Economics and Statistics, Government of Odisha reserves the right to reject any or all of the proposals submitted in response to this Tender Document at any stage without assigning any reasons whatsoever. The DE&S, GOVERNMENT OF ODISHA also reserves the right to withhold or withdraw the process at any stage with intimation to all who submitted the Tender Document response. The DE & S, Government of Odisha reserves the right to change/ modify/amend any or all of the provisions of this Tender Document. Such changes would be posted its website (www.desorissa.nic.in or www.odisha.gov.in).

Neither DE & S, Government of Odisha nor its employees and associates will have any liability to any prospective respondent interested to apply or any other person under the law of contract, to, the principles of restitution or unjust enrichment or otherwise for any loss, expense or damage which may arise from or be incurred or suffered in connection with anything contained in this Tender Document, any matter deemed to form part of this Tender Document, the award of the Assignment, the information and any other information supplied by or on behalf of DE & S, Government of Odisha or their employees and bidder/ consortium or otherwise arising in any way from the selection process for the Assignment.

Information provided in this document or imparted to any respondent as part of the Tender Document process is confidential to DE & S, Government of Odisha and shall not be used by the respondent for any other purpose, distributed to, or shared with any other person or organization.

Tender for Development of Database in
DE&S, Odisha

1. Introduction

The Directorate of Economics and Statistics (DE&S), being the nodal agency in the state collects and publishes official statistics at regular intervals. The data are collected through surveys and censuses. Besides, secondary data on various socio-economic issues like health, education, population, agriculture, housing etc are being collected from administrative records of various departments / offices. The estimated results / results out of surveys / censuses and various indicators of secondary data are being compiled over time and space. To promote strong evidence based planning, measuring systematic progress of results, efficient assessment of sectoral developments and help optimum utilization of resources, it is proposed to develop time series database of the Directorate for easy retrieval of data, make analysis and interpretations. The Departments of Government able to conceive, plan, design and implement various schemes / programmes for development of socio-economic sectors of the State. To ensure efficient and effective implementation of human development programmes, it is important that planners and policy makers at the state and district level should have access to reliable and credible statistics.

Organizing data in database form is one of the best suitable and widely accepted forms among others. The Directorate proposes adaptation of DevInfo framework (an open source software being developed by UNICEF) to develop database for easy access, analysis and dissemination of information at various geographical levels and time periods.

2. Objective

I. To develop of Web-GIS based software application to create and manage time series databases of DE & S data

II. To provide a one-stop, single window view of data pertaining to convergence and horizontal linkages among various developmental programmes

III. To promote use of harmonized and standardized data sources

IV. To enable effective programme tracking by way of standardized and consistent reports generated from single data repository

V. To enable query based decision support system so that decision makers and researchers can generate interactive outputs from the system

VI. To enable geographical analysis by relating social statistics to geography and identify underlying factors that accentuate or perpetuate the backwardness of specific areas

VII. To enable quick and easy access to relevant information

VIII. To promote transparency and accountability by effective communication of status of human development to other stakeholders including academia and the civil society

3. Scope of the work

For Development of Web-GIS based software application to create and manage databases of DE&S data in compliance with Odisha Spatial Data Infrastructure (OSDI) policy, the consultant should undertake the following assignments

I.   Finalization of list of indicators, subgroups, level of administrative areas and geographical dimensions to map these area covering various sectors of economy like Agriculture, Health, Education, Sanitation, Industry, Irrigation, GSDP, DDP, Poverty, Employment etc.

II.   A thorough system study needs to be conducted in order to determine the detail description of the software solution to be developed for establishment databank, identify functional and non-functional requirements, and deployment of model. The details are as follows.

    a.   Scheduling and convening of meetings for developing project plan, monitoring tools and requirement gathering strategy.

    b.   Develop and use of proper assessment tools for requirements gathering.

    c.   Create data inventories (indicators and geographical maps) including legacy data.

    d.   Define data acquisition methods (re-keying, data exchange, entry through user interface) and its guidelines.

    e.   Preparation of Software Requirement Specification (SRS) document.

    f.   Branding and logo development.

    g.   Preparation of Application Administration Hand Book, User Manual and conduct trainings.

    h.   Define specification for required hardware and software (i.e., operating system, web server, database server, any other software library) including its licensing cost and network infrastructure for deployment of this solution.

    i.   Specify the programming language, the database program, reporting components, and all other components to be used.

    j.   Define hosting arrangement.

    k.   Development of guideline for updation of databases.

    l.   To be developed in compliance with OSDI (Odisha Spatial Data Infrastructure) policy

III.   All design work (page / screen layout, use of color, page element etc.) for both Web and Desktop versions of the application need to be approved by **Technical Task Force Committee** duly constituted. Design guideline need to be prepared for new elements, screens, windows, functionality, and database structure for this application.

IV.   Licensing costs for commercial technologies (if any) to be used as determined during system study should be arranged by DevInfo support Organization. Required licenses, if necessary, shall be provided by DE&S.

V.   The location of work will be primarily at DE&S, Bhubaneswar, Frequency and schedule of project meetings or check-points calls between the DevInfo support Organization and DE&S will agreed upon signing of contract including project plan.

VI. The content (data set) for both desktop and web version databases will be uploaded by the **Database Administration Team** duly constituted. A detail and thorough walk-through shall be provided to the Database Administration Team on: Preparing / configuring server applications that are required for the purpose, Localization and deployment of Application on DevInfo database framework, upload and edit dataset on both desktop and web version of databases.

VII. Implementation of the DevInfo platform shall broadly involve three phases. **Phase I** involves undertaking a systems study to ascertain the data needs, indicators, database sources. It will result in a comprehensive system deployment plan. **Phase II** shall comprise of the actual system development and result in the adaptation of the DevInfo system by the end of **six months** to suit the specific needs of DE&S. **Phase III** shall entail rolling out the system in the production environment and including outreach activities such as training at the district level.

VIII. The developed system should enable to integrate the database with standard spatial data of the state developed by DE & S and included in OSDI.

IX. The tentative time line for customization of DevInfo and deployment will be of **11(eleven) months**.

X. Hand-holding training on operation of database (DevInfo platform) including maintenance to the officials of DE&S shall be provided. Necessary training material with step-by step guidelines is to be developed.

XI. Maintenance of database.

XII. The selected agency shall execute agreement with **computer centre of DE&S** before execution of the work.

The general requirements are as stated below:

a) **Application Development:** User names and passwords for super user / admin user / if any, end user to be provided. Rapid loading of the online system / website and easy navigation between pages is imperative. Pages and features should be compatible with potentially limited bandwidth available with the users. Both creative and technical design of the online system shall be undertaken by the selected Developer. Front-end of the online shall be designed and developed in a visually rich and appealing format.

b) The visual elements of the online system should be consistent and the architecture should be scalable /expandable. The system should be designed and developed in such a way that it will be foundational for future enhancements. The online system should be flexible to accommodate new / additional pages and should allow for changing the interface template as and when required by the Authority. The online system / website should be based on international standards such as W3C standard for HTML, WAI and other latest standards.

c) The Developer to undertake uploading, updating and maintaining the content/ information on the online system. The interaction and integration of the proposed online system and the other systems shall be ensured.

d) The online system should incorporate necessary security features against hacking and defacement. The online system / website should comply fully with relevant guidelines for website development issued by the Government of India and the Government of Odisha (if any) from time to time.

e) **Testing:** Integration and user acceptance testing must be completed before the application is launched.

f) **Quality Assurance (QA):** The Developer will adhere to established procedures for quality assurance test and analyzes website components to ensure usability and applicability to the web environment. After completion of development, final testing will be carried out by the Developer's QA team. The detailed QA report to be shared with for final testing of the system.

g) **User Acceptance Testing (UAT):** Followed by QA, the developer should determine the User Acceptance Criteria (UAC) for executing UAT process, prepare UAT Plan and design UAT template in consultation with **Technical Task Force Committee** of DE&S. The **Database Administration Team** should carryout and complete the UAT process as per UAC and UAT Plan and submit the UAT report. .

h) **Search Engine and MIS:** Provision of analytics and Query based search feature should be incorporated into the online system to track and identify users actions, place of access, hits etc. with daily reports accessible.

i) **Costing:** The Developer would bear the entire cost of creating the web based database and maintaining the online system for one year.

j) **Service Support and Maintenance:** The Developer shall provide one (1) year maintenance and technical support for the online system. This support can be extendable by additional 2 years, subject to satisfactory performance of the Developer and mutually agreed terms & conditions.

k) **Standard Operating Procedure (SOP):** The developer will prepare one SOP/Manual for use of database along with the steps for data updation.

l) The vendor has to provide all source code/developed apps in total at the end of the assignment.

m) The entire development work to be undertaken in DE & S premises. The vendor has to place developer to work at DE & S (mandatory) from the date of acceptance of work order till completion within a month.

4. Pre-qualification criteria

I. Documentary evidence that the responding agency is registered with appropriate registration Authority

II. It should have clear understanding and expertise on development of database by using **Devifo platform**

III. It should be empanelled and established vendor of **Devinfo platform**

IV. **Experience of at least 5 years** in development / localization of such database application.

V. **Undertake at least 2 (two) similar assignments** in any State. Agency/Consultants has to demonstrate two live operational Web-GIS based projects as per eligibility criteria.

VI. Submit **Bank Account details for last three years** having at least annual **turnover of Rs 50.00 lakh.**

VII. Submit documents relating to **VAT / Service Tax Clearance Certificate, IT (PAN)** number

VIII.   IT returns and Audited Balance Sheet for **last 3 years preceding to <u>31.3.2016</u>**

IX.   Furnished necessary documents on organization profile with information on core team of experts, their experiences, qualification, expertise on deployment of web technologies, infrastructure available etc

X.   The agency shall be the single point of contact for the Directorate of Economics & Statistics and shall be solely responsible for the database development. Please attach an undertaking to this effect.

XI.   Undertaking that the agency **has not been black listed / penalized by the Govt.** of Odisha / India.

XII.   **Response of agency fulfilling the above eligibility / pre-qualification conditions will only be evaluated by the duly constituted technical committee**. Responses of the responders not fulfilling the eligibility/ pre-qualification conditions given above shall be summarily rejected. Undertaking for subsequent submission of any of the above documents will not be entertained under any circumstances.

XIII.   The authority reserves all rights to change/amend any requirements or clauses as is required for the execution of the project and such changes would be notified only to the responding agencies.

5. Deliverables

I.   System Study Report(SSR)

II.   Software Requirement Specification (SRS) document

III.   Source code – both compiled and non-compiled versions

IV.   Executable application for both Desktop and Web platform

V.   Administrative Hand Book for database management

VI.   User Operating Manual

VII.   Customized and fully operationalised version of Devinfo

VIII.   Training materials with step-by-step process for use of database

IX.   Develop capacities of officials of DES to work efficiently in managing the database

6. Technical Proposal

I.   Understanding of scope of work.

II.   Proof of all items mentioned in pre-qualification criteria.

III.   Required certificates and undertakings mentioned in pre-qualification criteria.

IV.   One page note on training Plan and training materials.

V.   The technical proposal shall also include the following.

    a.   Project Plan, Approach & Methodology.

    b.   Architecture of the proposed solution.

    c.   Project administrative structure describing the project management process, risk management.

    d.   Details of the GIS Infrastructure currently available.

    e.   Details of the Human Resource available.

f.   Details of the Human Resource to be deployed in the project.

g.   Resource Deployment Plan as per the specified timeline.

h.   Delivery Plan.

i.   Quality Assurance process/ procedures to be adopted in different phases of execution.

j.   Security measures to be deployed in the proposed solution covering authentication, authorization, audit trail, intrusion prevention with alignment to the Government of Odisha's security policies and best practices.

k.   Backup / Restoration Plan for the proposed solution.

l.   Scalability and Interoperability of the proposed solution.

VI.   Completion and Delivery Schedule **(as per Annexure)**

VII.   EMD amount of **Rs 10,000/-** , **(The EMD of successful bidder will be kept till completion of project and submission of report. The EMD of unsuccessful bidder will be returned without any interest)**

VIII.   **Performance Bank Guarantee of 100% of total bid cost valid for minimum 18 months from the date of agreement and to be given within 10 days of issue of agreement (to be extendable till the completion of the project) . No bank charges / interest shall be payable for the Performance Bank Guarantee.**

N.B.   An inadequate and conditional technical proposal would not be considered for evaluation of Financial bids. The decision of DE&S in this regard will be final.

7.   Preparation of Tender Document

Consortium Bidding

Consortium Bidding is not allowed. Consortium bids shall be summarily rejected.

Cost incurred to Tender Document Preparation

Bidder shall bear all costs associated with the preparation and submission of the tender including surveys (if required), and DE & S will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the tender process.

Language of Proposal

The proposal prepared by the bidder, as well as all correspondence and documents relating to the tender exchanged between the bidder and DE & S shall be in English. Information supplied in other language shall be rejected.

Bid Currency

Prices for services offered shall be quoted in Indian National Rupees (INR) only.

Correction of Errors

The person signing the bid must initial in erasures or other corrections. The Bidder further agrees that in the event of any obvious errors, the DE&S reserves the right to waive such errors in its sole discretion. However, DE & S has no obligation under any circumstances to waive such errors.

Proposal Validity

▪   The bid shall remain valid for 180 days from the actual date of Technical Bid Opening. Bidder should ensure that in all circumstances, its Bid fulfils the validity condition. Any bid valid for a shorter period shall be rejected as non-responsive.

▪   In exceptional circumstances, DE & S may solicit bidder's consent to an extension of the period of validity. The request and the responses thereto shall be made in writing or by Fax. Bid Security/EMD shall also be suitably extended. A bidder granting the request is neither required nor permitted to modify the bid.

Lack of information to bidder

The bidder shall be deemed to have carefully examined Tender notice to his entire satisfaction. Any lack of information shall not in any way relieve the bidder of his responsibility to fulfill his obligation under the tender.

8. Financial Bid

The financial bids should be furnished in the following format.

S.NO	Proposed Activity	Estimated Cost (Rs)	Remarks
1	**System Study**		
	Preparation of project plan, monitoring tools and assessment tools, need analysis, gap analysis, create data inventories etc.		
	Drafting Software Requirement Specification (SRS)		
	Drafting Application Administration Hand Book, User Manual		
	Total for system study		
2	System Development including selection of indicators, collection & compilation of dataset and tasks as outlined in the development process		
3	Development of training material and Capacity Building of officials of DE&S for management of database		
4	Other s Specify (AMC etc)		
	Total Cost(1+2+3+4)		

Signature /date

N.B.

i. An inadequate and conditional financial proposal would not be considered for evaluation and award of work. The decision of DE&S in this regard will be final.

ii. Bidder shall not include any technical information regarding the services in the Commercial Proposal.

iii. Prices shall be quoted entirely in Indian Rupees (INR) and must be arrived at after including all expenses, rates, and taxes excluding Service Tax.

iv. The Commercial Proposal must include the total price for all software, services, and additional costs to provide all software and services scoped in the Proposal. To be deemed responsive to this **Tender** Document, bidders must complete in detail all the Commercial Proposal Forms provided.

v. Bidders are suggested not to use — 'To be determined' or similar annotations in the cells for cost estimates. It is suggested that the bidders need to specify prices for all categories.

9. Submission of bids

- **Envelope 1** – **TECHNICAL Proposal** – Sealed envelope marked as **TECHNICAL PROPOSAL** containing all documents.

- **Envelope 2** – **FINANCIAL BID** – Sealed Envelope marked as **FINANCIAL BID** and should have the financial offer in the prescribed format (signed by Authorized signatory) along with Power of Attorney.

- The content on the envelope, tender notice number, responder's name & address should be clearly marked on the top of all the sealed envelopes. All the envelopes thus prepared shall be put in a **single sealed envelope** clearly mentioning the tender notice number, responder's name & address on the top of the sealed envelope.

- Bidders will first be evaluated for Envelope 1. Then Envelope 2 will only be opened for bidders selected through evaluation of all previous envelopes.

- Late bids will be summarily rejected and only those offers which are submitted within the date and time of submission as mentioned in document will be evaluated.

- Any deviation by bidders in organizing the documents as mentioned above will lead to immediate cancellation of such bids.

- The responses complete in all respects addressed to **The Director, Economics and Statistics, Odisha** should be submitted into the tender box kept at the reception of the DE&S at the following address latest by **17/10/2016.**
    Address
    - **Heads of Deptt. Building,**
    - **4th Floor, Bhubaneswar – 751001, Odisha**

- The DE&S does not own any liability if the response is submitted somewhere else and not reached to the following addressee within due date and time.

- In case the date of submission is public holiday, the next working day will be considered as date of submission.

- Any postal delay will not be the responsibility of DE&S. The concerned vendor/supplier/firm will be responsible for collection / submission of documents, letters and reports from / in DE&S in a timely manner .

  a) The responses (technical proposal) will be opened on at 21-09-2016 at 11.30am and financial proposal will be opened on 28.9.2016 at 11.30am for hours (IST) in the presence of responders who choose to be present.

  b) The Director, E&S reserves the right to waive any irregularities; accept or reject the whole; accept or reject part of any or all responses at its sole discretion without assigning any reason whatsoever.

  c) The Director, E&S reserves the right to call for fresh tender at any stage and /or time.

  d) The Director, E&S reserves the right to modify, expand, restrict, scrap, refloat the tender /or float a new and/or separate tender without assigning any reason for the same.

10.   BID OPENING AND EVALUATION PROCESS

•   The Proposals submitted up to 17-10-2016 by 3.00 pm will be opened at 180-10-2016 at 11.30 am for technical proposal and 22-10-2016 at 11.30 am for financial proposal, in the presence of such of those Bidders or their authorised representatives who may be present at the time of opening.

•   The representatives of the bidders are advised to carry a letter of authorization from the tendering firms for attending the opening of the proposal.

10.1   EVALUATION OF TECHNICAL PROPOSALS

The **Technical Task Force Committee** would evaluate the technical bids as per the technical bid evaluation criteria. Bidder must provide as supportive documentary proof in form of work orders confirming year, value, of services delivered in each of the projects. The bidders shall be called for a Technical Presentation. The technical presentation will be of 20 minutes duration. Evaluation of the technical presentation shall be conducted by the evaluation committee and shall be based on the past experience, technical demonstration, suggested approach & methodology for proposed assignment. The venue, date and time of the technical presentation will be communicated to the bidder DE & S in advance.

DE & S may also undertake written clarifications from the bidders, if required. The primary function of clarifications in the evaluation process is to clarify ambiguities and uncertainties arising out of the evaluation of the bid documents.

In order to facilitate the Technical Bid evaluation, the technical criteria laid down along with the assigned weights have been presented in Technical evaluation criteria. The marking scheme presented is an indication of the relative importance of the evaluation criteria.

Technical Evaluation Criteria

SI. No.	Evaluation Criteria	Scoring Parameter	Maximum Score
1	Past experience of Agency/Consultant in development and commissioning of operational Web-GIS based projects.	Two projects = 10 marks More than two projects=20	20
2	Experience of Agency/Consultant in development / localization of database application.	Experience of more than 7 years=10 marks Experience of more than 5 years to 7 years=7.5 marks	10
3	Quality certification • Valid ISO certificate /CMMI level 3 certificate	Yes = 5 marks, No = 0 mark	05
4	Proposed Team Strength *The consultant/Agency/Firm/Vendor is to ensure engagement of these resource persons specifically for this project if it is the successful bidder	• Project Manager – 3 Marks • DevInfo Software Development Experts – (3 X 3) = 9 marks • Database Manager (3X 1)-3 marks • Database Experts (5x1)=5 marks	20
5	Technical Presentation	• Understanding scope of the project: 15 marks • Approach, Methodology for execution: 10 marks • Demonstration Proof of concept/proposed architecture through similar work undertaken: 15 marks • Deliverables/ resource deployment plan/training plan: 5 marks	45
	Total		**100**

The bidder has to score minimum 70 out of 100 in the Technical evaluation, failing which it won't qualify and its financial bid will not be opened.

Bidder must provide as supporting documentary proof in form of work orders confirming year, value of services delivered in each of the projects, completion certificate from client confirming year and value, scope of work along with reference details of the client.

10.2   Evaluation of Commercial Proposals

After evaluating the Technical Bids, DE & S shall notify the bidders whose Technical proposals were considered acceptable to DE & S, indicating the date, time and place for opening of the Commercial Bids. The selection of the bidders, who are technically qualified, will be based on the **Quality and Cost Based Selection (QCBS)** method in a 70:30 ratio.70% of the technical mark obtained by a bidder will be treated as its Technical Score. The Least Quoted Price Bid will be treated as 100 in calculation of Financial Score.

The following points may be noted for the evaluation of the Commercial Bid

- o   Prices shall be written in both words and figures. In the event of difference, the price in words shall be valid and binding.
- o   Arithmetical errors will be rectified on the following basis. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected. If the Bidder does not accept the correction of the errors, its tender will be rejected. Any arithmetical error made by the bidder must be pointed out in writing to the DE & S by the bidder within one day of opening of commercial bids, otherwise the final figure as arrived by the DE & S would be considered as final. No further representation by the bidder would be acceptable later.
- o   Only prices quoted in the commercial bid in the prescribed format shall prevail.

DE & S reserves the right to negotiate with the successful bidder(s).

11. Payment terms

The terms of payment for development of database are as follows:

S.No	Activity	Payment
1	System study	100% after submission of report
2	System Development including selection of indicators, collection & compilation of dataset and tasks as outlined in the development process	i.50% after completion of database development. ii.50% after successful launching of database and user acceptance
3	Development of training materials and Capacity Building of officials of DE&S for regular up-dation	100% after development of training materials and completion of capacity building
4	Other s	100% after completion of service delivery
All payment to the agency shall be made after receipt of completion certificate from duly constituted **Database administration team**		

12. Termination of Contract

If the client (DES) for any reasons what so ever decides to terminate the contract, a written notice of termination to the firm shall be given with a notice period of 15 days. Fees for the

work done approved till the time of termination shall be made as mutually decided between client and the firm. If the contract is terminated due to non-compliance of deliverables within prescribed time schedule, inferior quality of training and survey , non-observance to instructions, violation of any condition of tender , then the EMD of consultant will be forfeited.

13   Obligation of Agency/Consultant

13.1   STANDARD OF PERFORMANCE

The IP shall perform the Services and carry out their obligations hereunder with all due diligence, efficiency and economy, in accordance with generally accepted professional standards and practices, and shall observe sound management practices, and employ appropriate technology and safe and effective equipment, machinery, materials and methods. The IP shall always act, in respect of any matter relating to this Contract or to the Services, as faithful advisers to the DES, and shall at all times support and safeguard the DES's legitimate interests in any dealings with third Parties

13.2   CONFIDENTIALITY

Except with the prior written consent of the DES, the IP and the Personnel shall not at any time communicate to any person or entity any confidential information acquired in the course of the Services, nor shall the IP and the Personnel make public the recommendations formulated in the course of, or as a result of, the Services.

14. Settlement of disputes

Any dispute arising in the matter shall be settled amicably and subject to Indian laws & jurisdiction of the court located at Bhubaneswar.

Director, Economics and Statistics

Suggested TimeLine for DevInfo Deployment										
Timeline (in Months)										
Activity Description	**M1**	**M2**	**M3**	**M4**	**M5**	**M6**	**M7**	**M8**	**M9**	**M10**	**M11**
A. System Study											
A.1 Information audit to ascertain horizontal and vertical data flows											
A.2 Develop the implementation plan including training needs assessment											
B. System Development											
B.1 Technical Task Force Committee to approve the list of indicators, data sources, user interface, logo, branding etc.											
B.2 Establish process for data transfer from the data producing institutions to database administrator/assistants.											
B.3. Acquire/ Digitize electronic maps at block level											
B.4 Review data, metadata and map inventory. Create template linking IUS to relevant sectors/ goals/ monitoring frameworks, linking digital maps											
B.5 Databases Development and Metadata linking											
B.6 Validation of the database values and Quality Assurance											
B.7 Customization of the look and feel of the interface. This would include creating a customised user interface, user manual, custom logo, etc.											
B.8 Quality control final release version											
C. Database launch Collaterals											
C.1. Creation of brochure, poster and other advocacy materials											
C.2. Creation of online gallery/web CD presentation											
C.3. CD/Media collaterals (cover, folder, manuals, posters and brochures)											
C.4. CD/Media replication and distribution (decide on number of copies)											
C.5. Formal launch											
D. Capacity Building and Knowledge transfer											
D.1. Design instructor based training modules and e-learning modules											
D.2. State and district level training plan. Include various training programs—1. User, 2. Admin, 3. ToT 4. Orientation, 5. Thematic. Work out number of training programs for each, number of participants and training schedule.											