



# **INVITATION OF EXPRESSION OF INTEREST**

**For**

**WEB BASED ACCOUTING SOFTWARE AT KTDFC**

**LEVEL 8, (6<sup>TH</sup> FLOOR), TRANS TOWERS, VAZHUTHACAUD,  
THIRUVANANTHAPURAM**

Phone: 0471-2326883

Email: mail@ktdfc.com

**JUNE , 2022**

**NOTICE INVITING**  
**EXPRESSION OF INTEREST INVITING SEALED QUOTATIONS FOR**  
**DESIGNING DEVELOPMENT, CUSTOMIZATION,**  
**IMPLEMENTATION AND MAINTENANCE OF WEB BASED**  
**ACCOUNTING SOFTWARE**

Name of Department/Corporation Name of Authority inviting bids/bid	<b>KERALATRANSPORT DEVELOPMENT FINANCE CORPORATION LIMITED CHAIRMAN AND MANAGING DIRECTOR ,THIRUVANANTHAPURAM</b>
Nature of work	WEB BASED ACCOUNTING
Period of Contract	<b>24Months</b>
Bid Security/ EMD in favor of	<b>“Online Mode” through SBI/NEFT CHAIRMAN AND MANAGING DIRECTOR, KTDFC</b>
Order Value	Order value shall be the value which is quoted lowest for providing service including all applicable taxes.
Cost of EOI Processing	<b>Rs.1,000/- (Rupees One Thousand Only)</b>
<b>Bid Security</b>	<b>Rs.25,000/- (Rupees Twenty Five Thousand Only)</b>
<i>Dates</i>	
Bid Document Start Date	<b>25.06.2022</b>
Bid Document submission End Date	<b>05.07.2022</b>
Last date & Time for submission of separate Technical & Financial Bid along with BID Security amount	<b>05.07.2022 05.00 P.M.</b>
Experience	SEI CMMI Level 5 certification
Pre-bid Query/Information	A query in respect to tender can be raised on email address <a href="mailto:mail@ktdfc.com">mail@ktdfc.com</a> within 10 working days from the tender opening date.
BID SECURITY Amount Refund	BID SECURITY amount will be refunded within 30 days for all the rejected Bids from closure of EOI date i.e. <b>05/07/2022</b> . Bidders to provide their Account Number & IFSC Code of the bank account in Which refund amount has to be transferred?

## 1. ABOUT KTDFC

Kerala Transport Development Finance Corporation Ltd (KTDFC) is a Non Banking Financial Company fully owned by the Government of Kerala, having its registered Office at Level 8, 6th Floor, Transtowers, Vazhuthacud,

Thiruvananthapuram, Kerala-695014, incorporated under the Companies Act 1956 and registered under the Reserve Bank of India. The business of KTDFC includes, but not limited to, accepting fixed deposits from the public, offering of various loan products to suit the needs of every customers like granting of Personal loans, Vehicle loans, Home loans, Construction loan etc, taking of projects under BOT or BOOT or similar schemes, etc.

## **2. EOI OBJECTIVE**

KTDFC invites EOI for empanelment of various software development agencies (hereinafter referred to as Applicant) for designing, development, customization, implementation and maintenance of web based Accounting Software on Cloud Computing / Application Service Provider / SaaS model. KTDFC may engage the services of such empanelled firms to deliver effective IT solutions for KTDFC after taking Techno-Commercial quotes and following prescribed selection processes. EOI document in the sealed envelope addressed to the Chairman and the Managing Director may be Send the on or before **05.07.2022** (17:00 hrs):

**The Chairman and Managing Director,  
Kerala Transport Development Finance Corporation LTD, Level 8' (6<sup>th</sup> floor),  
Trans Towers, Vazhuthacaud, Thiruvananthapuram  
Please vist.[www.ktdfc.com](http://www.ktdfc.com)/[www.ktdfc.kerala.gov.in](http://www.ktdfc.kerala.gov.in)**

**Contact: (Company Secretary): 9446017474**

**Sd/-**

**Place: Thiruvananthapuram**

**Date: 18/06/2022**

**CHAIRMAN AND MANAGING DIRECTOR  
KTDFC**

## **3. ELIGIBILITY CRITERIA**

- 3.1 The Applicant should be a Company registered under Companies Act and registered with the Goods & Service Tax Authorities and should have been in existence for at least last 10 years as on 31.03.2022 (Relevant certificate of incorporation to be submitted).
- 3.2 Companies who are presently Black Listed by the Central/State Government, PSUs and other bodies are ineligible to participate. The applicant would be required to give an undertaking on their letter head to this effect.
- 3.3 The Applicant must have an annual turnover not less than Rs. 3 crores from IT/ICT business in each of the last three preceding financial years 2019-20, 2020-21 and 2021-22 towards establishing which, audited financial statements to be submitted. In case financial statement of FY 2021-22 being under audit, average turnover of the previous three

financial years which have been audited i.e. , 2018-19, 2019-20 and 2020-2021 will be considered. However, applicant will have to additionally submit previous year balance sheet of FY 2020-21 to establish that annual turnover of said year is also above **Rs. 3 Crore**.

- 3.4 The Applicant should preferably have SEI CMMI Level 5 certification. (Relevant certificate to be submitted).
- 3.5. The Applicant should preferably have ISO 9001:2015 and ISO 27001:2013 certification (Relevant certificate to be submitted).
- 3.6 Applicant must have credentials of directly working in the field of Application Development, Core Banking Software, CMS, CRM/ERP, BRM, and BPM for at least 05 years. (Relevant documents to be submitted).
- 3.7 Applicant must have executed at least 5 projects of similar nature in the last 10 years. **Order copies/ Completion certificates have to be attached.**
- 3.8 The Applicant must have experience of having successfully completed at least one project of accounting software in Central / State level PSUs / Autonomous Bodies / Statutory Bodies / Institutions working in Banking/social sector and the Software should be continuously running successfully since last 5 years.
- 3.9 The Applicant shall provide an exclusive Project manager who should preferably have **10 years** experience in the field of web portals designing/CRM/ERP/BPM/CBS/Financial Accounting Software.
- 3.10 The Applicant must have registered / corporate / Technical Support office in **Thiruvananthapuram** and should **furnish details of address, contact person & number of the said office.**

#### **4. Technology Platform:**

The technology platform should mandatorily fulfill the following criteria:

- i) Accounting Software must be on 3 Tier Structure,
- ii) Browser based application. Software must support any browser.
- iii) Application should support integration of other 3rd party payment Gateway/Interface Frontend
- iv) Application should support multiple Operating Systems such as **Linux, Windows, and Ubuntu** etc

#### **5. Functionalities Required:**

The applicant is mandatorily required to provide all of the functionalities mentioned below:

- i. Loan Management Module**
- ii.** Accounting Module,
- iii.** HR & Payroll Module with direct link to Accounting Module,
- iv.** Leave Management,
- v.** Fixed Asset Management as per Companies Act, 2013,
- vi.** Medical and TA with Staff Advance Module,
- vii.** Auto Bank reconciliation.
- viii.** Generation of MIS reports (such as Balance Sheet, Profit & Loss, Cash Flow, Letter of Intent, Demand Note, Recovery, Appropriation Note, Over dues, Outstanding Balance reports, Profitability statements, financial viability, disbursal reports, sanction reports),
- ix.** Automatic transactions such as charge transactions on loan repayment transactions,
- x.** Account maintenance module to allow freezing of account, maintain guarantees etc. Deposit / Security module to allow detailed record keeping of all Deposits / Securities,
- xi.** Software should be able to be parameterized according to the needs of the organization such as the interest rates and types, creation of new product, types and rates of penalties and re-schedulement of loan.
- xii.** Organization should be able to define the rights and responsibilities to limit the flow of information or access to certain roles.
- xiii. Other functionalities**
  1. The data Base must provide maximum details enabling to displaying of Unique Identification Number of all customers-PAN wise
  2. PAN wise details of customers be reflected – whether fresh deposit, renewed deposit or closed deposit to help accurate calculation on fixed deposit, renewed deposit or closed deposit, maturity payment , interest, tax etc.
  3. Software is able to provide information on which deposit maturity amount be credited.
  4. Software should enable for the renewal and the closure of the FD.It should also be able to close and renew the matured FD of the previous financial year from the current financial year without any change to previous years closing balance.
  5. All digital process relating to brokerage and report with respect to the brokerage must be done
  6. Software should be able to ascertain the pendency of monthly, quarterly interest payment of all FD holders.
  7. To facilitate the transfer of unclaimed deposit to Investors education and Protection fund Account.
  8. Provision of user Manual.
  9. Software should have the option to update tax exemption certificate.
  10. Displaying of all information of the Fixed Deposit holders enabling customers /Fixed Deposit holders to know the exact details regarding schemes ,Date of Maturity, Date of renewal ,if any

11. Software data should be designed in such a way that a particular data be able to display on the screen.
12. System should facilitate to avoid the manual calculation of the data.
13. To enable the accurate calculation on the closure and renewal of special case of first holder and loan against FD.
14. To facilitate customer to have a look on interest certificate, TDS certificate, maturity information renewal details etc., and be able to generate hard copy.
15. To digitalize the monthly invoice for collection of rent from tenants.
16. Auto calculation of rent with full details of defaulters.
17. Provide facility for digitalize the Agreement.
18. Auto email alert/mobile alert.

## 6. EOI VALIDITY

*Eoi should remain valid for a period of 90 days from the last date of submission*

## 7. GENERAL INSTRUCTIONS

- a. The bidders are advised to study all eligibility criteria, requirements, other information in the EOI document carefully and submit along with duly filled in Annexure 'A' & 'B'.
- b. This EOI does not commit KTDFC to award a contract or to engage in negotiations.
- c. All materials submitted by the applicant will become the property of KTDFC.
- d. In case of any query, the applicants can send their queries in writing up to **02.07.2022** by 12:00 noon
- e. All queries to be raised will relate to the EOI alone and no queries related to detailed analysis of scope of work, payment terms and mode of selection will be entertained. These issues will be amply clarified at the RFP stage.
- f. At any time prior to the last date for receipt of applications, KTDFC may, for any reason, whether at its own initiative or in response to a clarification, modify the EOI document by a corrigendum. The corrigendum (if any) shall be deemed to be incorporated in this EOI. In order to provide prospective applicants reasonable time for taking the corrigendum into account, KTDFC may, at its discretion, extend the last date for the receipt of EOI proposals.
- g. In case of any dispute, the decision of CMD, KTDFC will be final.
- h. KTDFC may terminate the EOI process at any time without assigning any reason.
- i. For any further announcement(s), please visit KTDFC's website [www.ktdfc.com](http://www.ktdfc.com) /[www.ktdfc.kerala.gov.in](http://www.ktdfc.kerala.gov.in)

## 8. SELECTION METHODOLOGY

**KTDFC** has constituted an evaluation committee to evaluate the responses of the applicants. The decision of the evaluation committee in the evaluation of responses to the EOI shall be final. No correspondence will be entertained

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**Annexure 'A'**

**DETAILS OF THE FIRM**

<b><u>Sl.No</u></b>	<b><u>Description</u></b>	
<b>1</b>	Name of the Company/Organization	
<b>2</b>	Date of Incorporation of Company /	
<b>3</b>	PAN/TAN of Company	
<b>4</b>	Service Tax Registration No. & Date	
<b>5</b>	Telephone Nos.	
<b>6</b>	E-mail	
<b>7</b>	Website Address	
<b>8</b>	Particulars of Managing Director / CEO / Director	
<b>9</b>	Particulars of Contact Person	
<b>10</b>	Total Turnover of the Company / Organization for the last three financial years (2019-20, 2020- 21, 2021-22)	
<b>11</b>	Quality Certificates ISO 9001:2015 and ISO 27001:2013	
<b>12</b>	SEI CMMI Level 5 certification	
<b>13</b>	Any other relevant information that participating Firm may like to mention	



**Annexure'B'**

**ELIGIBILITY CRITERIA (COMPLIANCE SHEET)**

Sl.No	Eligibility Criteria	Compliance (Yes/No)	Documents Attached at Page No. of EOI
<b>1</b>	Company registered under Companies Act and registered with the GST Authorities and should have been in existence for at least last 10 years as on 31.03.2022		
<b>2</b>	Is the Company black Listed by the Central / State Government, PSUs and other bodies		
<b>3.</b>	An annual turnover of Rs. 3 crores from IT/ICT business in each of the last three preceding financial years 2018-19, 2019-20 and 2020-21.		
<b>4.</b>	SEI CMMI Level 5 certification.		
<b>5.</b>	ISO 9001:2015 and ISO 27001:2013 certification		
<b>6.</b>	Credentials of directly working in the field of Application Development, Core Banking Software, CMS, CRM/ERP, BRM, BPM for more than 5 years.		
<b>7.</b>	No. and details of projects of similar nature executed.		
<b>8</b>	Completed successfully at least one project of accounting software in Central / State level PSUs / Autonomous Bodies / Statutory Bodies / Institutions working in social sector and the Software should be continuously running successfully since last 5 years.		
<b>9</b>	Should have capacity to provide an exclusive Project Manager who should have at least 10 years' experience in the field of web portals designing/CRM/ERP/BPM/ CBS/ Financial Accounting Software		
<b>10</b>	Registered / Corporate / Technical Support office in Thiruvananthapuram		
<b>11</b>	Technology Platform: - Self certification to be provided regarding: Accounting Software must be on 3 Tier• Structure Browser based application• Software must support any browser.• Application should support integration of other• 3 rd party payment Gateway/Interface• Frontend application should support multiple Operating System such as Linux, Windows, Ubuntu•		