

COMMERCIAL BILL OF MATERIAL	
Instructions	
S.No.	Guidelines
I	Summary of Total Cost
1	The bidder is expected to quote the costs for all items required for fully complying with the requirements of the RFP and the corrigendums in the respective sections of the price bid. The prices for the respective sections would be deemed to include all components required to successfully utilise the solution.
2	OICL is not responsible for any arithmetic errors in the commercial bid details sheet committed by the bidders. All formulas & arithmetical calculations will be Vendor's responsibility.
3	The bidder is expected to specify the type of licences along with the details with respect to quantity, rate, etc., wherever applicable.
4	In case the bidder includes/combines any line item as part of any other line item in the commercial bid, then this has to be clearly mentioned in the description indicating the line item which contains the combination
5	The bidder has to quote for each line item. If any line item is part of the solution proposed in the RFP response, it has to be referenced. If it is not applicable, then the Bidder has to mention Not Applicable (NA).
6	The Bidder may insert additional line items as applicable based on the solution offered in the respective tabs
7	The Bidders should quote as per the format of Bill of Material ONLY and a masked replica of the Bill of Material should be enclosed in the technical bid.
8	Bidder is required to cover component by component licensing details for each of the software components proposed to OICL (As applicable)
9	The <u>masked</u> Bill of Materials which would be submitted as part of the Technical Bill of Material should contain "XX" for ALL the corresponding commercial values that will be present in the unmasked Bill of Material that will be part of the Commercial submission.
10	All amounts in the Bill of Material should be in INR
11	The Bidder should to the extent possible stick to the same structure of the Bill of Material. Hence, the bidder is not expected to delete necessary rows.
12	All the prices quoted by the bidder shall be exclusive of taxes
13	Any additional number of items (software, hardware) and services to be procured by OICL in future shall be on pro-rata basis on the rates provided in the Bill of Material.
14	If the bidder has not quoted for any line item mentioned in the Bill of Material, it will deemed considered that bidder has factored the cost for the item in the Bill of Material and No Additional charges will be paid other than the one mentioned in the Bill of Material .
II	Implementation
1	Bidder shall comply to the Installation & commissioning, implementation scope provided in the RFP
2	Bidder shall provide the solution wise implementation cost. Each solution implementation should include all the costs associated with the complete implementation of the solution covering all the locations & implementation of associated components like software etc.
3	Activities and functions to be undertaken for installation and implementation of the licensed software should be as per the RFP.
III	AMC, ATS & Others, FM-Manpower

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1	Bidder is expected to provide a detailed break up of all products and services that are under the scope of facilities management as part of the technical bid, in the technical bill of materials i.e. the above format is expected to be replicated for each item to be covered under the scope of facilities management.
2	The AMC & ATS cost for applications/ components has to be quoted as separate line items in this section. If required, the Bidder has to create additional line items in this section.
3	The Bidder needs to provide facility management services as per the scope of the RFP
4	The facilities management function should be carried out as per premise defined by OICL.
5	The Bidder to provide FM resources as per the scope of the RFP
IV	Training
1	The rates provided by the bidders should be applicable for any additional training that OICL may require throughout the tenure of the contract (on pro-rate basis).

#	Items	Year 1	Year 2	Year 3	Year 4	Year 5	Total Amount for 5 years (in INR)
1	Upgrade Cost						
2	Installation & Implementation Cost						
3	AMC & ATS Cost						
4	FM Manpower Cost						
5	Other Cost						
	Grand Total						

****All the prices quoted by the bidder shall be exclusive of taxes**

Total Cost in Words:

For purpose of filing in GeM Portal:

Grand Total Amount for 5 years excluding GST (in INR)	GST %	GST Amount	Grand Total Amount for 5 years (in INR) inclusive of GST

[illegible]

Particulars	Description	Bidder Effort in Man days	Rate (INR)	Total Amount (INR)
Document Processing & Workflow Automation Functionality				
Any other (Please specify)				
Any other (Please specify)				
Any other (Please specify)				
Any other (Please specify)				
Any other (Please specify)				
Total				
Grand Total				

[illegible]

	YEAR 1				YEAR 2				YEAR 3				YEAR 4				YEAR 5				
Description	No. of Resource per shift (a)	No. of Shifts (b)	Rate per resource per shift (INR) (c)	Total Amount (INR)(d=a *b*c)	No. of Resource per shift (a)	No. of Shifts (b)	Rate per resource per shift (INR) (c)	Total Amount (INR)(d=a *b*c)	No. of Resource per shift (a)	No. of Shifts (b)	Rate per resource per shift (INR) (c)	Total Amount (INR)(d=a *b*c)	No. of Resource per shift (a)	No. of Shifts (b)	Rate per resource per shift (INR) (c)	Total Amount (INR)(d=a *b*c)	No. of Resource per shift (a)	No. of Shifts (b)	Rate per resource per shift (INR) (c)	Total Amount (INR)(d=a *b*c)	Total Amount for 5 years (INR)
Subject Matter Expert	1	1			1	1			1	1			1	1			1	1			
Technical Resource	1	1			1	1			1	1			1	1			1	1			
Any Other (Please specify)																					
Any Other (Please specify)																					
Grand Total																					

Note:
1. The above requirement is minimum, bidder may factor more resources for ensuring service level and support.
2. Bidder is required to right size the resources deployment in order to meet the project timelines, SLA and Scope of the RFP
3. Remote support from Bidder's L1 & L2 resources are required. However, Bidder to ensure that requisite resources are available at any instance of a major downtime or as per OICL's request.

S.No.	Particulars	Description	Year 1			Year 2			Year 3			Year 4			Year 5			Total Amount for 5 years (INR)
			Quantity	Rate (INR)	Total Amount (INR)	Quantity	Rate (INR)	Total Amount (INR)	Quantity	Rate (INR)	Total Amount (INR)	Quantity	Rate (INR)	Total Amount (INR)	Quantity	Rate (INR)	Total Amount (INR)	
1	Escrow Cost																	
2	Man-day rate		100															
3	Any other (Please specify)																	
4	Any other (Please specify)																	
5	Any other (Please specify)																	
6	Any other (Please specify)																	
Total Other Cost																		

Note:
100 Mandays Effort Cost refers to Additional Customisation Effort - The Bidder has to provide the man-days rate applicable across the contract period . The Bidder has to provide pro-rata cost for any additional customisation that OICL may or may not undertake.