

### Corrigendum for Document Management System

Reference in RFP	Clarification Sought	Amendment / Clarification
Page No. 7	“Ensuring the delivery of letters by email and through web space”. Please elaborate on this point whether BMSICL is looking for the web based status tracking mechanism for the physical files moved from In and Out of the different offices (i.e. a typical Correspondence/ File tracking system) OR is BMSICL additionally looking to send the scanned copy of letters via email to the concerned users apart from the letter tracking system	Through the Letter tracking system all the letters which are sent from BMSICL should be delivered to the recipient by any of the electronic medias. E Mail and other mechanism may be one of them.
Page No. 7	“The software should be designed in such a formed that it can be integrated with project management & supervision application and drug and equipment inventory system & supply chain system”. Please give a brief about what kind of integration is required here, will these systems provide data through API's/CSV/XML or we have to write service to fetch data from any specific data associated with it.	The Integration of the Software will be to ensure that to generate a MIS of list of letters Project wise or any other based on the requirement of the BMSICL.
Page No. 8	“Agency will provide one resource at the BMSICL for the smooth functioning of the APPLICATION SOFTWARE.” Please mention the duration of the onsite support executive required here, will he be required for 1 year till the support period.	The Onsite support will be for One year.
General Query	What kind of High Availability practice is BMSICL looking to have for this system? Is any DR planned.	No.
Page no. 8	“Vendor needs to submit the required hardware and other required IT infrastructure to host the website”. Please clarify whether vendor need to suggest the hardware required or the vendor needs to procure and provide it to BMSICL.	Vendor needs to only suggest the type of Hardware required in its technical proposal.
General Query	How many users are you looking for? Named Users =? Concurrent Users=?	Named users = 50 Concurrent users = 100 ( based on the hit over the Web Portal )

Tender Clause	Clarification Sought	Amendment
Indicative no of locations	As per our understanding there should be multiple offices of BMSICL, so please clarify how many location the solution need to cover letter tracking.	At all the locations where BMSICL will have the operations, the letter tracking system should be functional. Currently BMSICL has one HQ and other running projects and which can always be changed in future.
Total user of the Application software	How many users will access the application software for viewing /tracking the documents. Better if you can give us total no of access at particular time.	Named users = 50 Concurrent users = 100 ( based on the hit over the Web Portal
al users for scanning at patch/receiving center	Please specify how many users will do scanning at letter dispatch and receiving center? Please give as detail as possible enabling us to frame the solution Properly	Based on the requirement and the solution architecture provided by the bidder , the numbers may be decided. It is evident from the RFP that all the letter incoming and outgoing will be scanned.
Mode of delivery of letters	Please specify the Mode of letter delivery how letter will dispatch manually/ courier/ email etc.	The Software should be designed in such a way that it should keep a track of the mode of the letter.
Volume of letters	Please specify the total volume of letters (dispatched and received both) and size of the letters also e.g. A4/A3 etc.	Size is mostly A4.
Documents/ Letters scanning	Since data digitization is a key required in this project so we recommend that system shall have document image quality analyzer for autocorrecting the scanned image without manual intervention. It should provide for automatic correction of parameters like format/compression not proper, skew, wrong orientation, error in automatic cropping, punch hole marks etc. during scanning. Please provide as much details to design the solution.	
Notes 1. For Serial No. 1: 80% payment will be paid after successful designing, development and	Requesting you to change the payment terms as 50% on Product Delivery and 50% on UAT Release	NO change.



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implementation of the APPLICATION SOFTWARE after satisfactory report from Systems department and 20% will be paid after successful contract period.		
Source code on CD Media- 2 Nos. within 2 Months	Kindly provide percentage wise milestone and date of payment from submission of Bill.	After the selection of the bidder, the terms and conditions will be signed based on Mutual agreement .