

Government of India
MCA – SPV
Indian Institute of Corporate Affairs
Ministry of Corporate Affairs,
CGO Complex, Lodhi Road
New Delhi – 110 003

Dt. 1st August, 2011

Subject: Inviting Expression of Interest for selection of Knowledge Management partner

MCA SPV an Independent Business Division (IBD) of Indian Institute of Corporate Affairs (IICA), under Ministry of Corporate Affairs intends to engage a Knowledge Management partner for purpose of data mining and analysis using data repository of MCA21 system of Ministry of Corporate Affairs, Government of India.

The **Knowledge Management** partner is expected to produce various syndicated reports/journals for commercial use by leveraging the MCA21 data and to create/harvest the organizational knowledge of MCA21 by using appropriate IT solution.

Based on Technical Query Conference held in MCA on 20th July, 2011, the eligibility conditions etc. have been revised and are attached herewith.

Interested bidders are invited to submit Expression of Interest (EOI) for the same as per a predefined format available on the website www.iica.in. The timeline for submission of EOI is 3:30 PM on 25th August 2011. A Conference to invite suggestions and to seek any further clarifications will be held on 8th August, 2011 at 2.30 P.M. in MCA Conference Room, A wing, 5th Floor Shastri Bhawan New Delhi.

For further details on MCA21 please visit www.mca.gov.in.

Regards,

Gautam Kumar,
Chief Information Officer,
Indian Institute of Corporate Affairs
E-mail: gautam.kumar@mca.gov.in
Ph: 09868813888

EXPRESSION OF INTEREST (Revised)
for
Selection of Knowledge Management Partner for MCA SPV

Introduction

MCA21 is a flagship project of Ministry of Corporate affairs, where in all the registered companies file their financial, organizational and business related data on a regular basis. MCA 21 has true certified data of such companies for last 5 years in the MCA21 system.

MCA-SPV has been created as an Independent Business Division (IBD) of Indian Institute of Corporate Affairs (IICA), under Ministry of Corporate Affairs; for undertaking and managing the e-Governance initiatives, both, current and the future as means to enable easy interaction with citizens and to provide seamless services.

MCA-SPV intends to explore the revenue generating capacity through delivery of Value Added Services (VAS). At present, certain organisations and other market-based organisations offer data on approximately 20,000 corporations in India. They also offer premium reports on analysis of company and industry trends.

This provides an immense opportunity for the SPV; it would have access to far more current and in-depth data on companies in India and would therefore have an advantage over existing players in the market. Through MCA21 the MCA Special Purpose Vehicle (SPV) has access to following types of information of approx 900,000 companies registered with MCA:

Organizational Information: Organization Structure, Share holding pattern.

Financial information: Paid up capital, revenue, Rate of dividend, Reserves & surplus.

Business Information: Industry Segment, CIN, listing & MoA & AoA etc.

General information: Geographic location, no. of employees etc.

Other Information: Rules, regulations and notifications of MCA.

To explore the avenues of revenue generation, the MCA – SPV intends to engage a Knowledge Management partner for purpose of data mining and analysis using data repository of MCA21 system of Ministry of Corporate Affairs, Government of India.

Proposals are invited from Knowledge Management firms that are ready to partner with MCA-SPV for leveraging the MCA21 data for producing various syndicated reports/journals for commercial use. KM partner is expected to study the process and create/harvest the organizational knowledge of MCA21, and use the appropriate IT solution for the same.

Eligibility

1. Applicant (as standalone bidder or as a Consortium) should have a minimum turnover of Rs. 100 crores in each of the last three years as per P&L audited statement of account. Certificate of Chartered Accountant or audited financial statements need to be submitted. In case of Consortium the combined Total Turnover of all parties should exceed 100 Crores in each of the last three years.
2. Handling of at least 3 projects of minimum value as 5 Crores.

The project citations must be supported by Work Order/Contract and Client Satisfactory Certificates clearly mentioning Project value, Period and Scope of Work

3. Applicant must have three years experience in Knowledge management, Market Research, Market Intelligence, Business Intelligence, Process Improvement or Financial & Investment consulting.

The claim must be supported by Work Order/Contract and Client Satisfactory Certificates clearly mentioning Project value, Period and Scope of Work

4. Undertaking by the agency that the agency is not barred by any government agency or no complaint should be pending with Government or its agencies.
5. Full-fledged office at Delhi to support timely service for activities within the scope of work. Self certification by the agency is to be given.
6. Consortiums are allowed. The structure and terms of the Consortium should be part of the EOI.

The EOI proposal must include the following:

- **Understanding of the MCA 21 system**
- **Approach & Methodology**
Applicants must clearly specify Approach and methodology for the said assignment in the EOI. This must include the Technological, operational, functional and commercial aspects.
- **Team Structure**
Team structure must also be specified in the EOI by the applicant.
- **Business Model** (Business Model may not contain commercial figures as of now)

Selection Procedure

A committee of experts will be set up by the MCA SPV for evaluation of EOI proposals. After the techno-commercial evaluation of the proposals a limited RFQ/Tender will be issued to the shortlisted applicants

Final selection will be made by the MCA SPV committee on the basis of the evaluation of the bids so submitted.

Pre-proposal conference

A Pre-proposal Conference will be held by MCA SPV **at 2:30 PM on 8th August, 2011** at Conference Hall, 5th Floor, 'A' Wing, Shastri Bhawan, Rajendra Prasad Road, New Delhi - 110 001 wherein all the suggestions can be made and clarifications can be sought from the MCA SPV team.

Responsibilities of the KM partner

The broad responsibilities of the KM partner are as follows:

- Prepare a list of the potential reports (Indicative list of reports in Annexure I).
- Generate and upload the report at MCA21/MCA SPV/IICA portal.
- KM partner to suggest a model for marketing the reports to enhance the revenue.

Schedule of Submission

1. **Place :** 2nd Floor, IICA, Paryavaran Bhavan, CGO Complex, Lodhi Road, New Delhi 1100003
2. **Contact person:** Mr. Gautam Kumar, CIO, IICA,
Ph: 09868813888
3. **Date & Time:** By 3:30 PM, 25th August 2011

Documents required at the time of submitting expression of interest

1. Turnover proof (Profit & Loss Account / Auditor's Certificate) for last 3 years.
2. Registration Certificate/Certificate of incorporation.
3. Article /Memorandum of Association/Partnership deed or Proprietorship deed.
4. Service Tax registration.
5. Experience Proof (letter from clients may be supplied).
6. List of clients (Experience certificate from clients may be attached).
7. List of offices.
8. Brief on relevant assignments handled.

General terms:

1. IPR for all reports will reside with MCA-SPV.

2. KM partner to suggest a model for marketing the reports to enhance the revenue.
3. Applicants should share the team structure and report generation and editing capability.

Annexure I

Indicative list of Reports

1. Syndicated reports:
 - a. Annual Industry wise reports.
 - b. Annual Investor reports.
2. Customized reports:
 - a. Geographical, financial, Sector wise etc.
3. Customized Search:
 - a. RoC wise, Sector wise, Financial
4. Quick Search
5. Statistical Information on entities by industry, status or company types.