



SHRI MATA VAISHNO DEVI SHRINE BOARD, KATRA

Expression of Interest

For

“Providing Services for Asset Management and Tagging of Assets through Bar Code”

No. CO/Sys/2025/864

Date: 15/01/2025

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Abbreviations, Definitions and Interpretations

SMVDSB	Shri Mata Vaishno Devi Shrine Board
EoI	Expression of Interest
Assets	Physical Assets



Introduction

Shri Mata Vaishno Devi Shrine Board (SMVDSB) was established under the Jammu and Kashmir Shri Mata Vaishno Devi Shrine Act, 1988. The primary objective, as defined by the Act, is to ensure the effective management, administration, and governance of the Shri Mata Vaishno Devi Shrine and its endowments, including associated lands and buildings. The Act also assigns SMVDSB the responsibility of undertaking developmental activities in and around the Shrine area to benefit pilgrims.

Since assuming management of the Shrine, SMVDSB has prioritized sustainable, pilgrim-centric development, which has transformed the Shrine's infrastructure and facilities. With the blessings of the deity, the pilgrimage route has undergone significant improvements in both quality and quantity, despite the challenges posed by the hilly terrain. Enhanced facilities include well-maintained tracks, hygienic toilets, protective shelter sheds, catering units, cloakrooms, blanket stores, accommodation, water supply, landscaping, and medical facilities.

This commitment to pilgrims has resulted in a dramatic increase in the number of visitors. From 13.96 lakh pilgrims in 1986, the annual footfall crossed one crore in 2011 and 2012, underscoring the Board's continuous efforts to provide world-class amenities.

Background

To foster transparency and efficiency in its operations, SMVDSB implemented Oracle Fusion ERP. This initiative introduced Finance modules (General Ledger, Accounts Payable, Accounts Receivable, Cash Management, Fixed Assets) and Supply Chain Management modules (Purchase Order and Inventory) to digitize back-end processes. Previously, operations were managed through standalone applications, and assets were manually tracked using Excel files. Critical Fixed Assets activities—such as asset creation, transfer tracking, depreciation calculation, retirements, disposals, and preparing the Fixed Assets Register (FAR)—were all performed manually, which posed challenges in accuracy and tracking.

With the ERP system, SMVDSB aims to digitize the entire asset lifecycle, including asset receiving, invoice booking, creation, and maintenance. However, the existing FAR in Excel lacks vital tracking details, such as asset location, tag numbers, ownership, and condition.

Purpose of EoI

SMVDSB seeks proposals from qualified vendors/agencies to generate and install barcodes on assets in the Shrine area. The objective is to enhance asset management and tracking, improve operational efficiency, bolster asset security, and optimize utilization. Barcoding will also help monitor asset movements and mitigate risks of tampering or theft.

Scope of Work

The vendor's responsibilities will include:

- Supply of Barcode generating application.
- Generation, supplying and installing barcodes on assets across the Shrine area.
- Tagging assets received through purchase orders (handled by the centralized procurement team) or donations.
- Digitizing the asset receiving process to capture details like location, department, and unique identifiers.
- Integrating asset tracking with the Oracle Fusion ERP system to eliminate data redundancy and minimize manual errors.
- Extending the digital tracking mechanism to existing assets.

Timeframe

- The whole work as detailed in the scope of work shall be completed within 60 days time period and thereafter the agency shall submit a work completion report to this office for perusal of Competant authority.

Expected Outcomes

- Seamless integration of asset details with the ERP and asset tracking applications.
- Generation of unique identifiers for assets in a printable format, containing asset location, department, and division details.
- Real-time tracking of asset transfers and updates within the system.
- Physical verification and barcode tagging for existing assets, synchronized with the ERP.

Eligibility Criteria

- The EoI of only those applicants who qualify the Eligibility Criteria will be evaluated and invited for presentation of demonstration.
- The applicant shall be a Firm / Company / Partnership / Proprietary Ship firm registered under prevailing Indian Companies Act / the Partnership Act and who have their registered offices in India. The applicant must mention its complete name, address and core business (copies of the relevant certificates including certificate of incorporation and partnership deed to be attached).
- The Agency shall be in the field of Asset Mapping/Tracking for at least 05 years as on 31.12.2024 (copies of the supporting documents to be attached).
- The Agency shall be a profitable entity and shall not have incurred losses in any of the last 03 consecutive financial years and the firm shall have an Cumulative Turnover of atleast Rs.3.00 crores during the said period (copies of Agency's Audited Balance Sheets for the last 03 financial years onwards to be attached).
- The Agency shall have the professional experience of having executed 01 similar project of value not less than Rs. 2.00 crore during the last 03 financial years
- The Agency shall not be blacklisted by any of Central Govt. / State Govt. / PSU / Autonomous Bodies / MNCs etc.
- The Agency shall be registered with Income tax / Sale Tax Department (copies of PAN Card / GST to be attached).
- The Agency shall submit the details of authorized signatory and his contact details.
- The Consortium / Joint Venture consisting of a Consultant and an Executing Agency shall only be allowed.
- The Agency shall have the qualified / skilled / experienced personals at its roll (credentials of the persons with qualification and experience to be attached).
- All applicable laws to be complied by the Agencies.
- The Agency shall not be under liquidation, court receivership or similar proceedings and provide self attested certificate in this regard.

Proposal Requirements

Proposals should include:

- Company profile with relevant experience and references.
- Detailed description of proposed materials and installation methods.
- Comprehensive cost breakdown.

- Proposed timeline for project completion.
- Warranty and maintenance terms.

Eoi Submission Details

- Submission Deadline: 26 January 2025, 15:30 IST.
- Queries Deadline: 20 January 2025, 15:30 IST (via email to jtceos@maavaishnodevi.net).
- Proposals must include:
 - Firm information.
 - Proposed solution details.
 - Execution methodology.
 - Experience in similar assignments.
 - Suggestions for successful implementation.
 - A live demonstration during the presentation.

Important Information for Eoi Process

1	EOI fee (to be submitted alongwith EOI proposal)	Rs. 1,000.00 (Non-Refundable / Non-Transferable) in the form of Demand Draft pledged to FA/CAO, SMVDSB, Katra
2	EOI validity period	90 days
3	Last date & time for submission of EOI	25.01.2025 upto 03:00 PM IST
4	Pre-Bid conference	20.01.2025 at 11:00 AM
5	Place of submission of EOI	Office of the Chief Executive Officer, SMVDSB, Central Office, Katra
6	Time & date of opening of Eligibility Criteria	25.01.2025 at 04:00 PM or any other date convenient to the SMVDSB authority.
7	Time, date and venue for Presentation by the Agencies	To be communicated later.

Conflict of Interest

Participating firms must declare that they have no conflicts of interest affecting their ability to perform the services outlined. The selected bidder agrees not to enter into any agreements or relationships during the project that could create a conflict of interest.

Disclaimer

The issuance of this document does not obligate SMVDSB to proceed with any part of the process. SMVDSB reserves the right to modify or abandon the process without prior notice and bears no liability for costs incurred by participants in submitting proposals or attending discussions.

Post-Evaluation Procedures

Based on the proposals and presentations, SMVDSB may invite bids through a separate tender process.

