

3176

13/2/17



GOVERNMENT OF KERALA

Abstract

STORES PURCHASE DEPARTMENT—AUTHORISING GOVERNMENT
DEPARTMENTS/AGENCIES TO DIRECTLY PLACE WORK ORDERS
OF MOBILE APPS WITH THE STARTUPS UNDER KERALA
STARTUP MISSION FOR DEVELOPING APPLICATIONS
NOT EXCEEDING ₹ 5 LAKHS—SANCTIONED—
ORDERS ISSUED

STORES PURCHASE (A) DEPARTMENT

G. O. (Rt.) No. 2/2017/SPD.

Dated, Thiruvananthapuram, 16th January, 2017.

- Read:—*1. G. O. (P) No. 3/2013/SPD, dated 21-6-2013.
2. G. O. (Ms.) No.14/2015/ITD, dated 12-5-2015.
3. Letter No. KSUM/GOV/407/2016 dated 26-10-2016
from the Chief Executive Officer, Kerala Startup
Mission addressed to the Principal Secretary to
Government, Information Technology Department,
Government of Kerala.

ORDER

As per Government Order read as 1st paper above, the Stores Purchase Manual was revised and published in the Official website www.kerala.gov.in.

2. As per the Government order read as 2nd paper above, Government approved Kerala Technology startup policy, 2014 for the promotion of startups in Kerala.

3. The Chief Executive Officer, Kerala Startup Mission, as per the letter read as 3rd paper above has requested to authorize Government Departments/Agencies to directly place work orders with the startups under KSUM for developing applications not exceeding ₹ 5 lakhs per works.

4. Government have examined the matter in detail and are pleased to accord sanction to direct purchase of mobile app startup projects from among the list cleared by the Kerala State Startup Mission up to a cost of ₹ 5 lakh and subject to the condition that one purchasing officer cannot purchase more than two applications in one year from one entrepreneur. Relaxation of the Stores Purchase Manual is accorded to this extend.

By order of the Governor,

PRADEEP KUMAR, C. G.,
Additional Secretary to Government.

To

The Secretary, Kerala Legislature Secretariat, Thiruvananthapuram
(with C.L.).

The Additional Chief Secretaries/Principal Secretaries/Secretaries/
Special Secretaries.

All Heads of Departments/Offices/Public Sector Undertakings/
Autonomous Bodies/Local Self Government Institutions/Universities.

All Departments in the Secretariat including Law and Finance.

The Principal Accountant General (Audit), Kerala,
Thiruvananthapuram.

The Accountant General (A & E) Kerala, Thiruvananthapuram.

The C-DIT, Gorky Bhavan, Vanross Junction, Thiruvananthapuram (for hosting the Government Order in the website www.spd.kerala.gov.in)

The I&PRD (Web & New Media) (for uploading in the website i.e., www.kerala.gov.in).

The Registrar General, Ernakulam (with C/L).

Advocate General, Ernakulam (with C/L).

The Registrar, Kerala Administrative Tribunal (with C/L).

Stores Purchase (A1, A3, A4 , B, IW-I, IW-II) Departments.

PA to Additional Chief Secretary.

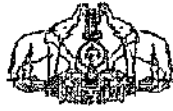
CA to Additional Secretary.

IT Department (vide file No. ITCeII-2/314/2016-ITD)

Stock file/Office copy.

17963

16/8/17



GOVERNMENT OF KERALA

Abstract

Electronics & Information Technology Department – Authorizing Departments for direct purchase of Mobile Apps from Startups – Guidelines Approved – Orders issued.

ELECTRONICS & INFORMATION TECHNOLOGY (IT CELL) DEPARTMENT

G.O.(Ms) No. 19/2017/ITD

Dated, Thiruvananthapuram, 04.08.2017.

Read :- GO (Rt) No. 102/2017/SPD dated 16.01.2017.

ORDER

As per the order read above, Government have accorded sanction for the direct purchase of Mobile Apps from the list cleared by Kerala State Start-Up Mission up to a cost of Rs. 5 Lakhs subject to the condition that one purchasing officer can purchase not more than two mobile applications in a given financial year from one Start-Up. Government Departments / Agencies, as such can purchase a product (Mobile App) or get a Mobile App developed or a mobile interface added to an existing web application for inter / intra Departmental use or for service delivery from Startups. As the purchase is in relaxation of Stores purchase norms, Government are pleased to approve the guidelines attached as annexure to this, for compliance by Governments Departments / Agencies in this respect.

(By Order of the Governor)

M. SIVASANKAR IAS
Secretary to Government

To

All Departments in Secretariat

All Heads of Departments / Agencies / Boards / Commissions

The Principal Accountant General (Audit) Kerala, Thiruvananthapuram.

The Accountant General (A & E) Kerala, Thiruvananthapuram.

The Web and new Media, I&PRD, Thiruvananthapuram

Stock file /Office copy

Forwarded / By Order


Section Officer

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Guidelines for purchase of Mobile apps by Government departments / agencies as per G.O.(Rt). No.2/2017/SPD dated 16.1.2017

Background

The Start-Up Ecosystem in the State has been booming and young Entrepreneurs are creating innovative products and services that Government Departments / Agencies can adopt for inter / intra departmental use or for online service delivery. With higher mobile penetration in the State, mobile interface of application would benefit both the public and the Departments. As per the Government order:

- 1) Departments can procure / develop mobile apps from the list cleared by Kerala Startup Mission
- 2) Cost of a single order for mobile application shall not exceed a Rs 5 lakh (including all applicable taxes)
- 3) A purchasing officer can purchase up to two applications in one year from one Startup.

Procurement by Departments will be in adherence to the above conditions.

Identification of the requirement by Departments and procedure for procurement

1. Department / agency initially identify the requirement of a product (Mobile Apps) or need to develop an App for them. If the App (product) is readily available with a Startup, the department can go for direct purchase (with or without customization) if the product has already been evaluated by the Technical committee and listed by Kerala Startup Mission (KSUM) with features, price, service level, support cost etc.
2. If the product is not evaluated by KSUM, the Department may approach KSUM with its intention for purchase and subsequent support.
3. KSUM evaluate proposals, financials etc. and recommend appropriate Startup to the department.
4. Department place the supply order to the Startup, execute an agreement and make payment directly to KSUM. KSUM shall have the back to back agreement with the Startup.
5. In case of any lapses during development or support period, Department may approach KSUM for resolution of the issue.

Roles and Responsibilities of Government Departments / Agencies

1. Provide details of innovative ideas, challenges or requirements for mobile application to KSUM to explore possible solution options.
2. Participate in the Technical Committee for solution, evaluation and selection.
3. Finalise the agreement with KSUM.
4. Review and approve project scope, delivery plan.
5. Monitor the application development progress, testing and user acceptance on time.
6. Provide necessary support to arrange support for application deployment such as infrastructure and credential for deployment etc.
7. Payment to KSUM against successful delivery against milestones.
8. Provide feedback on the application to KSUM.

Roles and responsibilities of KSUM

1. When a Department approach KSUM directly, with its mobile interface requirements, it may provide necessary technical advice and help in identifying a solution through Startups.
2. Help the Department to review and recommend appropriate Startup and solution to the Department after assessing the solution and the financials with the help from Technical committee.
3. In the case of innovative or novel ideas, KSUM may call for a presentation by Startup(s) on its implementation. A Technical Committee formed by KSUM (composition mentioned below) may evaluate the proposals and recommend a Startup, based on that evaluation, to the department.
4. If a product / App owned by a Startup is procured by multiple Departments, KSUM may relook into the cost of the product, to ensure the interest of Government and the Startup.
5. If a product / App require customization, KSUM shall work out the customisation cost component over the product cost.
6. KSUM would rate Startups, which provide excellent service, quality products and support. This would help Departments to identify best-performing Startups.
7. KSUM shall arrange the agreement with the Department and back to back agreement arrangement with the Startup.
8. KSUM shall adhere to the general criteria below for the selection of a Startup for development of a Mobile App / purchase of a product from a Startup.

Roles and responsibilities of KSITM

1. Maintain the project deliverables and information about various Apps and the source code repository with appropriate access control.
2. Share new ideas and challenges faced by Departments, that can be addressed with the help of mobile solutions from Startups, with KSUM.

Roles and responsibilities of Startups

1. Understand the requirements and present the solution / Mobile App before the Technical Committee of KSUM for evaluation.
2. Startup which was awarded the work shall execute an agreement with KSUM and to complete the work as per the timelines agreed with KSUM and Department and provide warranty support.
3. Provide AMC support, if agreed with the Department and KSUM.
4. The Startup shall ensure that the product developed shall have an option for adding / maintaining master data by the staff of Department concerned, without the help of developers.
5. Develop the mobile app complying to the required Security and other standards and guidelines.
6. Startup shall prepare and deliver the project artefacts (SRS, Design and architecture document, source code, deployment package, user manual etc.) to KSUM
7. The product shall be made configurable and scalable to the extent possible.

General terms for the award and execution of projects to Startups

1. The Startup shall be defined as per the Startup India criteria or a Startup in growth stage not exceeding 7 years from the date of registration. This list of Startups that are eligible for participation for bidding shall be prepared and maintained by KSUM.
2. A Technical Committee will be formed with secretary (IT) as the Chairman for evaluating the applications. Constitution of the Technical Committee is given in Annexure 1.
3. Project evaluation and Effort estimation approaches are as per the Annexure 2 and Annexure 3.
4. All the solutions / Mobile Applications delivered shall have 6 months of warranty support from the respective Startup with no additional cost.
5. Department can avail AMC, if they wish so, with an additional payment as per the payment milestone. AMC amount shall not exceed 10% of the total project cost.

6. Source code: Startup shall deliver the source code and the other project artefacts related the application, if it is custom developed for the Department, to KSUM.
7. If the Startup is deploying their product for a department then the Startup shall transfer the source code and associated project artefacts to the Department, in case if the Startup is not available to provide maintenance support.
8. If the product is deployed on a SAAS (Software As A Service) model, the payment will be made on a monthly basis and the maximum amount per month cannot exceed Rs 10,000.00 (Rupees Ten Thousand only). In such cases, the hosting and management of the software will be the sole responsibility of the Startup and the monthly payment will be based on the satisfactory functioning of the App during the month. In case of poor performance, Department will have the option to withdraw from the SAAS contract at any point of time.

Annexure 1 : Technical Committee

Technical Committee shall be formed with following composition:

1. Secretary (IT) or Nominee – Chairman
2. Representative from KSITM
3. Representative from SeMT
4. Representative from KSUM (convener)
5. Two representatives from the user department (these members will change depend upon the user department whose application is being reviewed)

The Committee will meet once in a month and will clear all the review, all pending applications and recommend for purchase

Annexure 2: Evaluation parameters for Mobile Application

1. Problem / challenge / Idea
2. Purpose and objective of the application
3. Usability and benefits of the proposed application
4. Expected outputs and outcomes
5. Target user groups
6. Technology and Architecture
7. Compliance to Security and other standards and guidelines
8. Platform (Apple OS, Android, Windows phone, Multiplatform iOS + Android, Web) and interfaces (if there any)
9. Deployment infrastructure requirements

10. Operations Support requirements (Post implementation)
11. Project size : Approximate number of screens / interfaces
12. Project Plan

Annexure 3: Template for effort estimation (Component details)

KSUM will come up with the template for the project estimation and the process for its usage

Annexure 4 : Draft structure for Agreement

The draft template of the Agreement shall comprise of the following :

1. General Overview
2. Scope & Description of Mobile Application
3. Features
4. Mobile application framework
5. Technology & Infrastructure Architecture
6. Optional services if any
7. Startup Responsibilities
 - a. Reliable Framework
 - b. Documentation & Technical Support.
 - c. Training
 - d. Testing/ QA
 - e. Integration of Mobile application
8. Deliverables and mode of delivery
9. Response Time & Escalation
10. Enhancements
11. Upgrades
12. Pricing – Milestone amount are to be given in the template given below (Indicative)

SI No	Milestone description	Milestone amount INR (Incl all taxes applicable)
1	Prototype Completion	10 %
2	Product delivery and acceptance by department	50 %
3	Successful deployment and go-live	30 %
4	Completion of Warranty Support	10 %

Manpower per day cost to cater any additional requirements beyond the scope of Work within Warranty / AMC period (Incl all taxes in INR) :

13. Reporting, Communication, Reviewing and auditing

14. SLA and penalty

SLA and Penalty applicable during Warranty support and Maintenance phase

Severity	High	Medium	Low
Response Time	30 Min	2 Hrs	1 Day
Resolution Time	1 Day	2 Days	5 Days

Severity Definitions:

High – Issue affecting entire users and unable to use the application

Medium – Issue affecting part of the users or functionality

Low – Minimal impact on the issue and can work with some work around

Penalty for not meeting SLAs :

	Penalty for breach of SLA	SLA Calculation
Warranty Support	4 % of the project value if SLA <=90%	Calculated at the end of Warranty support based on monthly SLA compliance report shared by Startup.
AMC Support	5 % of the AMC amount if SLA <= 90%	Calculated at the end of AMC support based on monthly SLA compliance report shared by Startup.


Section Officer

1308
18/11/18



GOVERNMENT OF KERALA

Abstract

Electronics & Information Technology Department – Authorizing Departments for direct purchase of Mobile Apps from Startups – Guidelines - Modified – Orders issued.

ELECTRONICS & INFORMATION TECHNOLOGY (IT CELL) DEPARTMENT
G.O.(Ms)No. 1/2018/ITD Dated, Thiruvananthapuram, 11/01/2018

Read: 1. GO (Ms) No. 19/2017/ITD dated 04.08.2017.
2. Letter No KSUM/2017-18/ITD/12/01 dated 29.12.2017 from CEO, KSUM

ORDER

In the circumstance reported by CEO, KSUM, Government are pleased to modify clause 4 under 'Identification of the requirement by departments', of the guidelines issued as per Government order read above as below:

“Department shall place the supply order to the Startup and execute an agreement with the Startup concerned. Department shall make payment to the Startup directly as per milestones specified at Annexure 4, on recommendation from Kerala Startup Mission”.

The Government order read above stands modified to the above extend.

(By order of the Governor)
M. SIVASANKAR
SECRETARY

To:- All Departments in Secretariat
All Heads of Departments / Agencies / Boards / Commissions
The Principal Accountant General (Audit) Kerala, Thiruvananthapuram.
The Accountant General (A & E) Kerala, Thiruvananthapuram.
The Web and new Media, I&PRD, Thiruvananthapuram
Stock file /Office copy

Signature valid

Digitally signed by PR MOD V
R
Date: 2018.01.11 14:14:04 IST
Reason: Approved



GOVERNMENT OF KERALA

Abstract

Stores Purchase Department – The limit of direct purchase from Startups enhanced from Rs.5 Lakhs to Rs.20 Lakhs exclusive of Goods and Services Tax sanctioned - Orders issued.

STORES PURCHASE (A) DEPARTMENT

G.O.(Rt)No.36/2018/SPD

Dated, Thiruvananthapuram, 17/09/2018.

Read :- 1).G.O.(P)No.6/2014/SPD dated 17/05/2014
 2) G.O.(Rt) No. 2/2017/SPD dated 16/01/2017.
 3).Letter from CEO, KSUM, Dated 27/01/2018 to Secretary to Government, Information Technology Department, Government of Kerala.

ORDER

As per the Government Order read as 2nd paper above, Government accorded sanction to direct purchase of mobile app startup projects from among the list cleared by the Kerala State Startup Mission upto a cost of Rs.5 lakhs and subject to a condition that one purchasing officer cannot purchase more than two application in one year from one entrepreneur.

2. The Chief Executive Officer, Kerala Startup Mission, as per the letter read as 3rd paper above has requested to allow purchases from Startups up to Rs.5 lakh exclusive of taxes, since the introduction of Goods Service Tax has put Startups in a difficult position and is not reflect the true essence of the Government Order.

3. Government have examined the matter in detail and are pleased to enhance the financial limit from Rs. 5 lakhs to Rs. 20 lakhs exclusive of Goods and Services Tax (GST) for the direct purchase of mobile app, all software products and services of startup projects from among the list cleared by the Kerala State Startup Mission and those who registered with Department of Industrial Policy and Promotion (DIPP), Government of India and to extend the benefits and exemption of Earnest Money Deposit (EMD), Bid Security, Cost of

Tender forms and Security Deposit etc... to all Startups who are registered with Stores Purchase Department as in the case of Micro Small and Medium Entreprises (MSMEs) and also to extend the benefit of exemption from previous experience and turnover requirements. Relaxation of the Stores Purchase Manual is accorded to this extend.

By Order of the Governor

C. JYOTHIKUMAR
Joint Secretary to Government

To

The Secretary, Kerala Legislative Secretariat, Thiruvananthapuram
(with C/L)

The Additional Chief Secretaries/Principal Secretaries/Secretaries/
Special Secretaries.

The All Heads of Departments/Offices/Public Sector Undertakings/
Autonomous bodies/ Local Self Govt. Institutions /Universities etc.

The Registrar, High Court, Ernakulam (with C/L)

The Advocate General, Ernakulam (with C/L)

The Registrar, Kerala Administrative Tribunal (with C/L)

The Director of Printing, Thiruvananthapuram (with C/L)

The Principal Accountant General (Audit), Kerala, Thiruvananthapuram.

The Accountant General (A& E) Kerala, Thiruvananthapuram.

Information & Public Relations Department (for publishing in the
Government Website)

All Departments in the Secretariat including Law and Finance.

The Stores Purchase (A1,A3,A4,B, IW -I & IW-II) Departments.

Secretariat Library

The C-DIT, Gorky Bhavan, Vanross Junction, Thiruvananthapuram

(for hosting the Government Order in the website of Stores
Purchase Department)

The Stock file/Office Copy.

Forwarded/By Order



Section Officer

13/6



GOVERNMENT OF KERALA

Abstract

Electronics & Information Technology Department – Direct purchase of Mobile Apps, Software products and Services from Startups – Additional guidelines – Approved – Orders issued

ELECTRONICS & INFORMATION TECHNOLOGY (IT CELL) DEPARTMENT

G.O.(Ms)No.24/2018/ITD

Dated, Thiruvananthapuram, 29/09/2018

Read 1. GO(Rt) No. 2/2017/SPD dated 16.01.2017.

2. GO (Ms) No. 19/2017/ITD dated 04.08.2017.

3. GO(Ms) No. 1/2018/ITD dated 11.01.2018.

4. GO(Rt) No. 36/2018/SPD dated 17.09.2018.

ORDER

As per Government order read as 1st paper above, sanction was accorded for direct purchase of Mobile Apps from the list cleared by Kerala Startup Mission up to a cost of Rs. 5 lakhs. Guidelines for implementing the scheme was issued as per Government order read as 2nd and 3rd paper above. As per Government order read as 4th paper above the limit of direct purchase from Startups enhanced from 5 lakh to 20 lakh exclusive of Goods and Service Tax.

In continuation to the guidelines issued as per Government order read as 2nd paper above, for regulating the purchase of Mobile Apps, Software products and Services from Startups, following additional guidelines are issued:

- Electronics & IT Department is designated to evaluate and give permission to Departments for purchase of Mobile Apps, Software products and Services from Startups.
- Kerala State IT Mission will develop a platform to facilitate the development of FRS (Functional Requirement Specification) of Departments.
- Kerala Startup Mission will complete the process of grading the Startups to assess their eligibility in participating in the direct procurement.

- The Startup firms should register with Stores Purchase Department to avail the benefits and exemption of Earnest Money Deposit (EMD), Bid Security, Cost of Tender forms, Security Deposit, previous experience and turnover requirements. Kerala Startup Mission will facilitate the same and ensure completion of registration of existing eligible startups in two months

(By order of the Governor)
M. SIVASANKAR
SECRETARY

To:

All Departments in Secretariat

All Heads of Departments / Agencies / Boards / Commissions

The Principal Accountant General (Audit) Kerala, Thiruvananthapuram.

The Accountant General (A & E) Kerala, Thiruvananthapuram.

The Director, Kerala State IT Mission, Vellayambalam

The Chief Executive Officer, Kerala Startup Mission

The Web and new Media, I&PRD, Thiruvananthapuram

Stock file /Office copy

Signature Not Verified

Digitally signed by SAJEEV K
Date: 2018.10.01 10:30:55 IST
Reason: Approved



8499
22/12/18



GOVERNMENT OF KERALA

Abstract

Electronics & Information Technology Department – Permission to Government Departments, Public Sector Undertakings, Autonomous Bodies, Boards, Corporations, Local Self Government Institutions, Universities etc. to select Startups registered under Kerala Startup Mission through limited tender for design, development and implementation of their IT projects costing above Rs. 20 lakh and below Rs. 100 lakh. – Granted – Orders issued.

ELECTRONICS & INFORMATION TECHNOLOGY (IT CELL) DEPARTMENT

G.O.(Ms)No.35/2018/ITD

Dated, Thiruvananthapuram, 18/12/2018

Read 1. GO(Rt) No. 2/2017/SPD dated 16.01.2017.

2. GO (Ms) No. 19/2017/ITD dated 04.08.2017.

3. GO(Ms) No. 1/2018/ITD dated 11.01.2018.

4. GO(Rt) No. 36/2018/SPD dated 17.09.2018.

5. Letter No. KSUM/420/2018 dated 20.06.2018 from the Chief Executive Officer, Kerala Startup Mission.

ORDER

As per Government order read as 1st paper above, sanction was accorded for direct purchase of Mobile Apps from the list cleared by Kerala Startup Mission up to a cost of Rs. 5 laks. Guidelines for implementing the scheme was issued as per as per Government order read as 2nd and 3rd paper above. As per Government order read as 4th paper above the limit of direct purchase from Startups was enhanced from 5 lakh to 20 lakhs exclusive of Goods and Service Tax.

2. The Chief Executive Officer, Kerala Startup Mission as per letter read as 5th paper above has requested to issue orders for selecting startups for procurement of all type of products / services beyond 20 lakh through limited tender from among the startups registered under Kerala Startup Mission.

3. Government have examined the matter in detail and are pleased to permit Government Departments, Public Sector Undertakings, Autonomous Bodies, Boards, Corporations, Local Self Government Institutions etc. to select Startups registered under Kerala Startup Mission through limited tender for design, development and implementation of their IT projects costing above Rs. 20 lakh and below Rs. 100 lakh.

(By order of the Governor)

VINOD. G

JOINT SECRETARY

To:

All Departments in Government Secretariat.

All Heads of Government Departments.

All Public Sector Undertakings, Autonomous Bodies, Boards, Corporations, Local Self Government Institutions.

The Registrar of all Universities.

The Principal Accountant General (Audit) Kerala, Thiruvananthapuram.

The Accountant General (A & E) Kerala, Thiruvananthapuram.

The Director, Kerala State IT Mission, Vellayambalam

The Chief Executive Officer, Kerala Startup Mission

The Web and new Media, I&PRD, Thiruvananthapuram

Stock file /Office copy

Forwarded /By order

Signature valid

Digitally signed by SAJEEV K
Date: 2018.12.17 10:00:14 IST
Reason: Approved

Section Officer

L



കേരള സർക്കാർ

സംഗ്രഹം

സ്റ്റോർസ് പർച്ചേസ് വകുപ്പ്- കേരള സ്റ്റേറ്റ് സ്റ്റോർട്ട്സ് മിഷൻ (KSUM) കീഴിൽ രജിസ്റ്റർ ചെയ്തിട്ടുള്ള ഐ.ടി. അനുബന്ധ സ്റ്റോർട്ട്സ്കൾക്ക് സംസ്ഥാന സർക്കാർ നൽകുന്ന വിവിധ ആനുകൂല്യങ്ങൾ ഐ.ടി. ഇതര സ്റ്റോർട്ട്സ് മേഖലകളിലേയ്ക്ക് കൂടി അനുവദിച്ചുകൊണ്ടും ടി സംരംഭകരിൽ നിന്ന് ലിമിറ്റഡ് ടെൻഡർ മുഖാന്തിരമുള്ള വാങ്ങലുകൾക്ക് നിശ്ചയിച്ചിട്ടുള്ള ധനപരിധി വർദ്ധിപ്പിച്ചുകൊണ്ടും സ്റ്റോർട്ട്സ്കൾക്ക് ലിമിറ്റഡ് ടെൻഡറിൽ പങ്കെടുക്കുന്നതിനുള്ള ധനപരിധി ഉയർത്തിക്കൊണ്ടും ഉത്തരവ് പുറപ്പെടുവിക്കുന്നു.

സ്റ്റോർസ് പർച്ചേസ്(എ) വകുപ്പ്

സ.ഉ.(കൈ)നം.2/2022/എസ്.പി.ഡി.

തീയതി:തിരുവനന്തപുരം, 05.07.2022.

പരാമർശം - 1. സ.ഉ(സാധാ) നം. 2/2017/എസ്.പി.ഡി. തീയതി 16.01.2017.

2. സ.ഉ(കൈ) നം. 19/2017/വി.സ.വ തീയതി 16.01.2017.

3. സ.ഉ(സാധാ)നം. 36/2018/എസ്.പി.ഡി. തീയതി 17.09.2018.

4. സ.ഉ(കൈ) നം. 35/2018/വി.സ.വ തീയതി 18.12.2018.

5. കേരള സ്റ്റോർട്ട്സ് മിഷൻ ചീഫ് എക്സിക്യൂട്ടീവ് ഓഫീസറുടെ 28.06.2021 ലെ KSUM/252/2021 നമ്പർ കത്ത്

ഉത്തരവ്


കേരള സ്റ്റോർട്ട്സ് മിഷനിൽ (KSUM) രജിസ്റ്റർ ചെയ്തിട്ടുള്ള സ്റ്റോർട്ട്സ്കളിൽ നിന്ന് 5 ലക്ഷം രൂപ വരെ വിലയുള്ള മൊബൈൽ ആപ്പുകൾ, സർക്കാർ വകുപ്പുകൾ/ ഏജൻസികൾക്ക് നേരിട്ട് വാങ്ങാവുന്നതാണെന്ന് പരാമർശം (1) പ്രകാരം ഉത്തരവ് പുറപ്പെടുവിച്ചിരുന്നു. ഇലക്ട്രോണിക്സും വിവരസാങ്കേതികവും വകുപ്പിന്റെ പരാമർശം (2) പ്രകാരമുള്ള ഉത്തരവിൽ വിവിധ സർക്കാർ വകുപ്പുകൾ/ഏജൻസികൾ മുതലായ സ്ഥാപനങ്ങൾ സ്റ്റോർട്ട്സ്കളിൽ നിന്ന് മൊബൈൽ ആപ്പുകൾ വാങ്ങുന്നത് സംബന്ധിച്ച് വിശദമായ മാർഗ്ഗനിർദ്ദേശങ്ങൾ പുറപ്പെടുവിച്ചിട്ടുണ്ട്. കേരള സ്റ്റേറ്റ് സ്റ്റോർട്ട്സ് മിഷൻ(KSUM) കീഴിൽ രജിസ്റ്റർ ചെയ്തിട്ടുള്ള സ്റ്റോർട്ട്സ്കളിൽ നിന്ന് നേരിട്ടുള്ള വാങ്ങലുകൾക്കായി നിശ്ചയിച്ചിരുന്ന ധനപരിധി പരാമർശം (3) ലെ ഉത്തരവ് പ്രകാരം 5 ലക്ഷം രൂപയിൽ നിന്ന് 20 ലക്ഷം രൂപയായി ഉയർത്തി നിശ്ചയിച്ചിരുന്നു. ഇലക്ട്രോണിക്സും വിവരസാങ്കേതികവും വകുപ്പിന്റെ പരാമർശം (4) ലെ ഉത്തരവ് പ്രകാരം, ലിമിറ്റഡ് ടെൻഡർ മുഖാന്തിരം 20 ലക്ഷം രൂപ മുതൽ 100 ലക്ഷം രൂപ വരെ മുതൽമുടക്കുള്ള ഐ.ടി പ്രോജക്ടുകളുടെ രൂപകല്പന, വികസനം, നടപ്പാക്കൽ എന്നീ പ്രവർത്തനങ്ങൾക്കായി കേരള സ്റ്റോർട്ട്സ് മിഷന്റെ കീഴിൽ രജിസ്റ്റർ ചെയ്തിട്ടുള്ള സ്റ്റോർട്ട്സ്കളെ തെരഞ്ഞെടുക്കാൻ സർക്കാർ വകുപ്പുകൾ, പൊതുമേഖലാ സ്ഥാപനങ്ങൾ, ബോർഡുകൾ, കോർപ്പറേഷനുകൾ, തദ്ദേശസ്വയംഭരണ സ്ഥാപനങ്ങൾ എന്നിവയ്ക്ക് അനുമതി നൽകി ഉത്തരവ് പുറപ്പെടുവിച്ചിട്ടുണ്ട്.

2. ഐ.ടി. അനുബന്ധ സ്റ്റോർട്ട്സ്കൾക്ക് നിലവിൽ ലഭ്യമായ ആനുകൂല്യങ്ങൾ എല്ലാത്തരം സ്റ്റോർട്ട്സ് ഉൽപ്പന്നങ്ങൾക്കും സേവനങ്ങൾക്കും ലഭ്യമാക്കണമെന്നും സ്റ്റേറ്റ് യൂണിക്ക് ഐ.ഡി.യുള്ള സ്റ്റോർട്ട്സ്കളിൽ നിന്നുള്ള എല്ലാത്തരം ഉൽപ്പന്നങ്ങളുടെയും സേവനങ്ങളുടെയും വാങ്ങലുകൾക്കുള്ള ധന പരിധി 20 ലക്ഷം രൂപയിൽ നിന്ന് 50 ലക്ഷം രൂപയായി ഉയർത്തണമെന്നും വിവിധ സർക്കാർ വകുപ്പുകൾ /ഏജൻസികൾക്ക്, സ്റ്റോർട്ട്സ്കളിൽ നിന്ന് ലിമിറ്റഡ് ടെൻഡർ മുഖേനയുള്ള വാങ്ങലുകൾക്ക് നിശ്ചയിച്ചിട്ടുള്ള ധനപരിധി 100 ലക്ഷം രൂപയിൽ നിന്ന് 300 ലക്ഷം രൂപയായി ഉയർത്തണമെന്നും കേരള സ്റ്റോർട്ട്സ് മിഷൻ സി.ഇ.ഒ പരാമർശം (5) പ്രകാരം അഭ്യർത്ഥിച്ചിരുന്നു.

3. സർക്കാർ ഇക്കാര്യം വിശദമായി പരിശോധിച്ചതിന്റെ അടിസ്ഥാനത്തിൽ സ്റ്റാർട്ടപ്പുകളുടെ ഐ.ടി. അനുബന്ധ ഉല്പന്നങ്ങൾക്കും, സേവനങ്ങൾക്കും നൽകി വരുന്ന ആനുകൂല്യങ്ങൾ, ഐ.ടി. ഇതര മേഖലകൾക്ക് കൂടി അനുവദിച്ചു കൊണ്ട് ഉത്തരവ് പുറപ്പെടുവിക്കുന്നു. ഇതിലേക്കായി സ്റ്റോർസ് പർച്ചേസ് വകുപ്പും, ഇലക്ട്രോണിക്സും വിവരസാങ്കേതികവും വകുപ്പും സംയുക്തമായി വ്യവസ്ഥകളും, മാർഗ്ഗനിർദ്ദേശങ്ങളും പുറപ്പെടുവിക്കേണ്ടതാണെന്നും, ഇപ്രകാരം സ്റ്റാർട്ടപ്പുകൾക്ക് ലഭിക്കുന്ന ആനുകൂല്യങ്ങളുടെ കാലാവധി സ്റ്റാർട്ടപ്പ് രജിസ്ട്രേഷൻ തീയതി മുതൽ മൂന്ന് വർഷമോ അല്ലെങ്കിൽ ടി ഉൽപ്പന്നത്തിന് കേരള സ്റ്റേറ്റ് സ്റ്റാർട്ടപ്പ് മിഷൻ അംഗീകാരം നൽകിയ തീയതി മുതൽ മൂന്ന് വർഷമോ, ഇവയിൽ ഏതാണോ ഒടുവിൽ വരുന്നത് ആയതായി നിശ്ചയിച്ചുകൊണ്ടും ഉത്തരവാകുന്നു. ഇതോടൊപ്പം സ്റ്റേറ്റ് യൂണിക് ഐ.ഡി.യുള്ള സ്റ്റാർട്ടപ്പുകളിൽ നിന്നുള്ള എല്ലാത്തരം ഉൽപ്പന്നങ്ങളുടെയും സേവനങ്ങളുടെയും വാങ്ങലുകൾക്കുള്ള ധന പരിധി 20 ലക്ഷം രൂപയിൽ നിന്ന് 50 ലക്ഷം രൂപയായി ഉയർത്തിക്കൊണ്ടും, വിവിധ മേഖലകളിലുള്ള സ്റ്റാർട്ടപ്പുകൾക്ക് ലിമിറ്റഡ് ടെൻഡറിൽ പങ്കെടുക്കുന്നതിനുള്ള പരിധി 100 ലക്ഷം രൂപയിൽ നിന്ന് 300 ലക്ഷം രൂപയായി നിശ്ചയിച്ചുകൊണ്ടും ഉത്തരവ് പുറപ്പെടുവിക്കുന്നു.

ഗവർണ്ണറുടെ ഉത്തരവിൻ പ്രകാരം
രാജേഷ് കുമാർ സിംഗ്
അഡീഷണൽ ചീഫ് സെക്രട്ടറി

സെക്രട്ടറി, കേരളാ നിയമസഭാ സെക്രട്ടേറിയറ്റ് (ആമുഖ കത്ത് സഹിതം).
എല്ലാ അഡീഷണൽ ചീഫ് സെക്രട്ടറി/പ്രിൻസിപ്പൽ സെക്രട്ടറി/സെക്രട്ടറി/സ്പെഷ്യൽ സെക്രട്ടറിമാർക്കും
എല്ലാ വകുപ്പ് തലവന്മാർക്കും, ഓഫീസുകൾക്കും, പൊതുമേഖലാ സ്ഥാപനങ്ങൾക്കും, സ്വയംഭരണ സ്ഥാപനങ്ങൾക്കും, തദ്ദേശ സ്വയം ഭരണ സ്ഥാപനങ്ങൾക്കും, യൂണിവേഴ്സിറ്റികൾക്കും
സെക്രട്ടേറിയറ്റിലെ നിയമം, ധനകാര്യം ഉൾപ്പെടെയുള്ള എല്ലാ വകുപ്പുകൾക്കും
പ്രിൻസിപ്പൽ അക്കൗണ്ടന്റ് ജനറൽ (എ&ഇ), കേരള, തിരുവനന്തപുരം.
പ്രിൻസിപ്പൽ അക്കൗണ്ടന്റ് ജനറൽ(ഓഡിറ്റ്)കേരള, തിരുവനന്തപുരം.
രജിസ്ട്രാർ ജനറൽ, കേരള ഹൈക്കോടതി (ആമുഖ കത്ത് സഹിതം).
രജിസ്ട്രാർ, കേരള അഡ്മിനിസ്ട്രേറ്റീവ് ട്രിബ്യൂണൽ (ആമുഖ കത്ത് സഹിതം).
അഡ്വക്കേറ്റ് ജനറൽ, എറണാകുളം (ആമുഖ കത്ത് സഹിതം).
ചീഫ് എക്സിക്യൂട്ടീവ് ഓഫീസർ, കേരള സ്റ്റാർട്ടപ്പ് മിഷൻ.
പൊതുഭരണ (എസ്. സി)വകുപ്പിന്
വെബ് & ന്യൂ മീഡിയയ്ക്ക് (സർക്കാർവെബ്സൈറ്റിൽ പ്രസിദ്ധീകരിക്കുന്നതിന്)
ഡയറക്ടർ, സി-ഡിറ്റ്, ചിറ്റാഴം, ലാവണ്യ ബിൽഡിംഗ്, എസ്.എം.എസ്.എം. ഇൻസ്റ്റിറ്റ്യൂട്ടിനു പുറകുവശം,
സ്റ്റാർട്ടപ്പ് മിഷൻ, തിരുവനന്തപുരം.(സ്റ്റോർസ് പർച്ചേസ് വെബ്സൈറ്റിൽ പ്രസിദ്ധീകരിക്കുന്നതിന്)
ബഹു. മുഖ്യമന്ത്രിയുടെ പി. എസ്. ന്
ബഹു. ധനകാര്യ വകുപ്പ് മന്ത്രിയുടെ പി. എസ്. ന്
അഡീഷണൽ ചീഫ് സെക്രട്ടറിയുടെ പി.എയ്ക്ക്
അഡീഷണൽ സെക്രട്ടറിയുടെ സി.എ യ്ക്ക്
സ്റ്റോക്ക് ഫയൽ /ഓഫീസ് കോപ്പി

ഉത്തരവിൻപ്രകാരം

സെക്ഷൻ ഓഫീസർ



GOVERNMENT OF KERALA



Abstract

Stores Purchase Department- Guidelines for the Procurement of Non IT Products from Startups - Approved- Orders issued.

STORES PURCHASE(A)DEPARTMENT

G.O.(P)No.5/2023/SPD Dated,Thiruvananthapuram, 22-05-2023

- Read
1. G.O(Rt)No. 2/2017/SPD dated 16.01.2017.
 2. G.O(Ms)No. 19/2017/ITD dated 04.08.2017.
 3. G.O(Rt)No. 36/2018/SPD dated 17.09.2018.
 4. G.O(Ms)No. 35/2018/ITD dated 18.12.2018.
 5. G.O(Ms)No. 2/2022/SPD dated 05.07.2022.

ORDER

1) Government of Kerala as per G.O read as 1st paper above have introduced a new scheme for supporting Startups registered under Kerala Startup Mission (KSUM) by enabling direct purchase of Mobile Apps and other related IT products by all Government Departments, Public Sector undertakings, Boards, Corporations, Local Self Government Institutions etc ,up to a monetary limit of Rs. 5 Lakhs. Electronics and Information Technology Department have issued detailed guidelines for purpose of adopting this scheme by the Government Departments as per G.O read as 2nd paper above.

2) The monetary limit of Rs 5 Lakhs fixed for initiating direct purchase from Startups were further enhanced to Rs. 20 Lakhs as per 3rd paper above and further, as per the order read as 4th paper above, the Electronics & Information technology Department have issued orders permitting Government Departments, Public sector Undertakings, Autonomous Bodies, Boards, Corporations, Local Self Government Institutions etc. to select Startups registered under Kerala Startup Mission (KSUM) through Limited Tender for design, development and implementation of their IT projects costing above Rs. 20 Lakh and below Rs. 100 lakh.

3) There after, Government as per G.O read as 5th paper above, have decided to extend the benefits granted to IT related Startups to Non- IT sectors as well and also

to enhance the monetary limit for both these sectors i.e upto 50 Lakh and 300 lakhs for Direct Purchase and through Limited Tender respectively and orders were issued. In the Government order, it has been mentioned that the Stores Purchase Department and Electronics & Information Technology Department shall jointly prepare terms and conditions and detailed guidelines on procurement of Non IT Startup products from Startups registered under KSUM.

4) As such, Government are pleased to publish Guidelines for the procurement of Non-IT Startup Products as appended to this order, for guidance and compliance by various Government Departments and other beneficiary Government Agencies. It is also clarified that guidelines for procurement for IT related startup products shall continue to be governed by Government order issued from Electronics and Information Technology Department as per G.O read as 2nd paper above.

(By order of the Governor)

GEETHA LEKSHMI M B

ADDITIONAL SECRETARY

To:

All Heads of Departments/Offices/Public Sector Undertakings/ Autonomous bodies/ Local Self Govt. Institutions /Universities etc.

The Secretary, Kerala Legislature, Thiruvananthapuram (with C/L)

The Registrar General, High Court, Ernakulam (with C/L)

The Advocate General, Ernakulam (with C/L)

The Registrar, Kerala Administrative Tribunal (with C/L)

The Director of Printing, Thiruvananthapuram (with C/L)

The Principal Accountant General (Audit), Kerala, Thiruvananthapuram.

The Accountant General (A& E) Kerala, Thiruvananthapuram.

Information & Public Relations Department (for publishing in the Government Website)

All Departments in the Secretariat including Law and Finance.

The Stores Purchase (A1, A3,B,C) Departments.

Secretariat Library

The Director, C-DIT, Chittazham,Lavanya Building, Behind SMSM Institute, Statue, Thiruvananthapuram (for hosting the Government Order in the website of Stores Purchase Department)

The Stock file/Office Copy.

Forwarded /By order -

Section Officer

Guidelines for the Procurement of Non-IT Startup Products from Startups registered under KSUM as per G.O (MS) No. 2/2022/SPD dated 05.07.2022

1. Preamble.

- Kerala Startup Mission (KSUM) is the Nodal Agency under the Electronics & Information Technology Department (E&ITD) to support and encourage innovation and entrepreneurship in the State. The startups are supported right from their ideation to the scaling up stage through various schemes and programs.
- The Kerala State IT Policy 2017 highlights the schemes which enables the Government as an early adopter of startup products. Government of Kerala have introduced a new scheme as per G.O (Rt) No.2/2017 /SPD dated 16.01.2017 for supporting Startups under Kerala Startup Mission (KSUM) for the direct purchase of Mobile App startup projects, up to a cost of Rs. 5 Lakh, and the Electronics & Information Technology Department have issued detailed guidelines as per G.O (Ms) No 19/2017 /ITD dated 4.08.2017 for effecting the purchase. Many organizations are procuring IT products/services from Startups under this scheme based on the above guidelines.
- As per G.O (MS) No. 2/2022/SPD dated 05.07.2022, Government have issued orders extending the benefits to non IT sectors as well. Along with this, the financial limit for direct purchase of items and for participation in the Limited Tender in respect of both IT & Non IT Products have been enhanced to Rs. 50 Lakh and Rs 300 Lakh respectively.
- The Departments/Agencies can procure from the Startups registered with Kerala Startup Mission (KSUM) having State Unique ID within the financial limit prescribed by government from time to time for the direct purchase as well as for participating in the Limited Tender.

2. Definition of Startup.

An entity shall be considered as a startup, based on the characteristics mentioned below :-

1. If it is incorporated as a Private Limited Company (as defined in the Companies Act, 2013) or registered as a partnership firm (registered under section 59 of the Partnership Act, 1932) or a Limited Liability Partnership (under the Limited Liability Partnership Act, 2018) in India and has not crossed ten years from the date of incorporation/ registration.
2. Turnover of the entity for any of the financial years since incorporation/ registration has not exceeded One Hundred Crore Rupees.
3. Entity is working towards innovation, development or improvement of products, processes or services, or if it is a scalable business model with a high potential of employment generation or wealth creation. However, an entity formed by splitting up or reconstruction of an existing business shall not be considered a 'Startup'.

3. Vision

State of Kerala intends to be an early adopter of startups products which can help the startups to grow exponentially. This scheme envisions innovation in governance and digitization of Government Departments through the innovative technology solutions from Startups which helps to build world class products from Startups through the problem statements from Government.

4. Stakeholders in this procurement process:-

- Startups registered under Kerala Startup Mission (KSUM) with unique ID issued by KSUM.
- Procuring Government Departments /PSUs/ Autonomous Bodies under Government of Kerala etc
- Kerala Startup Mission (KSUM)

5. Different Plan of Actions suggested for the procurement of Startup products.

I. Startups approaching Government Departments directly.

- When any Startup submit their product proposal to any Government

Department directly and if the product is found suitable for use by the Department, then that Department can consult the Chief Executive Officer, Kerala Startup Mission for evaluating and finalizing the proposal.

- The matter shall then be scrutinized by the Technical Evaluation Committee and Startup Procurement Committee constituted by the KSUM and once the proposal is approved the Department can proceed with the Direct Procurement or Limited Tender as facilitated by Kerala Startup Mission (KSUM).

II. Kerala Startup Mission connecting Startups to Departments.

- Kerala Startup Mission organizes Demo Days to showcase innovative products to the departments. During the Demo Days, the departments can identify the usefulness of the products, and if found useful, the same can be recommended for the consideration of Technical Evaluation Committee and subsequently to the Startup Procurement Committee. Once the proposal is approved then the Department can proceed with the Direct Procurement or Limited Tender as facilitated by Kerala Startup Mission (KSUM.)

III. Department or organization approaching KSUM with a requirement.

- Through a Limited Tender mechanism (Limited to startups registered with KSUM), KSUM helps departments to identify startups which are in possession of an existing product that suits their need. Once the proposal is approved then the Department can proceed with the Direct Procurement or Limited Tender as facilitated by Kerala Startup Mission (KSUM)

<h3>6. Duties/Responsibilities assigned to various stakeholders under this Scheme.</h3>
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I. Kerala Startup Mission (KSUM) :-

- KSUM shall issue a separate Government Product ID for startups that are engaging with Government Departments. This ID issued will be valid for a period of 3 years and shall be provided through the "Government as a Marketplace portal".
(www.gm.startupmission.in).

- B. Product ID shall be issued only for Startups having a valid Unique ID from Kerala Startup Mission. A startup is eligible for obtaining more than one Product ID.
- C. If a Startup product is procured by multiple departments, the Technical Evaluation Committee shall re look into the cost of the product, to make the product cost effective and economical.
- D. Startup product review mechanism shall be made available on the website of Kerala Startup Mission. The details of the startups having Government Product ID shall be published in the portal with the details of the department/ organization who has made the purchase.

II. Purchasing Departments

- A. Each Department shall have an on-line registration process with KSUM (www.gm.startupmission.in) and the intention of purchase or the requirement of Department shall be submitted through the same.
- B. The Purchasing Department /Organization shall internally evaluate the requirement of the proposal received from a startup prior to submission of the same to The Chief Executive Officer, Kerala Startup Mission.
- C. The Department shall issue purchase orders to startups only after getting clearance from the Startup Procurement Committee.
- D. The Department shall clearly mention the scope prior to the signing of the agreement with the Startup.
- E. Department can avail AMC if they wish so, with an additional payment as per the payment milestone. AMC amount shall not exceed 10% of the total project cost.

III. Startups

- A. Startups with a valid Unique ID will only be eligible for benefits under the "Government as a Market Place Scheme"
- B. The startup upon engaging with a Department should ensure that the product is delivered on time and should ensure that the agreement

terms and conditions are satisfied.

- C. The startup shall Provide warranty support for the product for not less than 3 years.
- D. Startup shall prepare and deliver the product artifacts (Design and architecture document, source code, installation guideline,user manual etc) to the department.
- E. The product should be made configurable and scalable to the extent possible.
- F. Prior to the acceptance of the product by the Department, it shall conduct necessary tests on the product on its own or with the support of any other agency. The startup shall fix the issues identified during the testing without any additional cost.

7. The Procedure for Evaluation of the Proposals

1. The Departments intending to procure from the Startups shall submit the proposal to the Kerala Startup Mission(KSUM). Thereafter the Technical Committee (*Structure of the Technical Committee shall be as given in Annexure I*) formed by the KSUM shall examine the product suitability and technical aspects of the product and place on record its recommendation .
2. Upon getting recommendation from the Technical Committee, the matter shall be placed before the Startup procurement Committee (*Structure of the Startup procurement Committee shall be as given in Annexure II*)
3. Once the Startup procurement Committee approves the proposal, the matter shall be conveyed to the Procuring Department/s and thereafter the Department can proceed with issuance of Purchase Sanction followed by awarding of Work Order to the Startup concerned.
4. The Department can sign Agreement in accordance with the provisions in Stores Purchase Manual .

8. Evaluation Parameters -Product/Solution

The following parameters shall be taken into account while evaluating a product/solution offered by the Startups.

1. Understanding of project objective
2. Proposed methodology
3. Innovativeness of the solution proposed and Add-ons
4. Availability of similar product with the startup
5. Product flexibility
6. Time line proposed for development
7. Product Demo
8. Completeness of the Technical Proposal submitted

9. Arbitration and Penalty.

Service Level Agreement (SLA) and penalty applicable during Warranty support and Maintenance phase shall be as follows :

Severity	High	Medium	Low
Response Time	30 Min	2 Hrs	1 Day
Resolution Time	1 Day	2 Days	5 Days

N.B. Severity Definition

High - Issue affecting entire users and unable to use the product/solution.

Medium - Issue affecting part of the users or functionality.

Low - Minimal impact on the issue and can work with some work around.

Penalty for not meeting SLAs		
Description	Penalty for breach of SLA	SLA Clarification
Warranty Support	4% of the project value if SLA conditions met are less than or equal to 90%.	Calculated at the end of Warranty support based on monthly SLA compliance report shared by Startup
AMC Support	5% of the AMC support amount, if SLA conditions met are less than or equal to 90%.	Calculated at the end of AMC support based on monthly SLA compliance report shared by Startup.

10. Payment Terms :-

Milestones for payment of the products shall be as follows :-

Sl No	Milestone Description	Milestone amount INR (Incl all taxes applicable)
1	Order placing	30%
2	Delivery and installation and successful functioning	60%
3	Completion of Warranty Support	10%

Manpower per day cost to cater any additional requirements beyond the scope of Work within Warranty/AMC period (Incl all taxes in INR):

11. Draft Structure for agreement

The Agreement shall comprise of the following:-

1. General Overview
2. Scope & Description of the Product
3. Features

4. Product Framework
5. Technology Architecture
6. Optional services if any
7. Startup Responsibilities
 1. Reliable Product/ Solution
 2. Documentation & Technical Support
 3. Training
 4. Testing / QA
 5. Compliance with Security Auditing/ Testing (optional)
8. Deliverables and mode of delivery
9. Response Time & Escalation
10. Enhancements
11. Upgrades
12. Pricing - Milestone amount are to be paid as specified in the table given above under item 10:- Payment terms (Indicative)

12 . Reporting, Communication, Reviewing and Auditing.

- I. The reporting, communication, reviewing and auditing shall be done through the gm.startupmission.in platform
- II. Once the work order is released by the department the first payment installment shall be released based on the work progress report uploaded by the startup in the platform the same has to be approved by the concerned department.
- III. Once the work is completed the work completion report has to be uploaded by the startup on the platform.
- IV. The department has to issue the work completion certificate for the closure of the project on the platform.

- v. The department can rate the startup based on the satisfaction on the work completion and hence the work is considered completed.

Annexure I- Technical Evaluation Committee Composition

1. Representative from KSUM
2. Representative from the user department
3. Two sector experts (Nominated by KSUM/User Department)

The committee will be convened by KSUM based on the requirement and will clear all pending proposals and recommend for purchase.

Annexure II- Startup Procurement Committee

1. Secretary (IT) or Nominee - Chairman
2. Representative from Stores Purchase Department
3. Representative from Finance Department
4. Representative from KSITM
5. Representative from SeMT
6. Representative from KSUM (Convener)
7. Representative from the user department
8. One sector expert (Nominated by KSUM- Optional)
