

Quotation Notice

Bids/Offers are invited for the data entry and technical support (AMC) for the UPSIDC EPF Trust software. Data entry includes month wise entry in all modules of EPF for all offices of UPSIDC Ltd., situated all over U.P. & posting to on-line server of the Trust. Technical support means error handling, minor modification in the present software, upgradation, report generation, reconciliation of monthly accounts and finalization of accounts of the Provident Fund Trust & Gratuity Trust at the close of financial year. Detailed Scope of work and other terms and conditions may be downloaded from the website of the corporation. (www.upsidc.com).

The above offers should be reached in the office of Executive officer, UPSIDC EPF Trust on the address given below within 15 days of the publication of the advertisement.

**Chairman
EPF Trust**

U.P. STATE INDUSTRIAL DEVELOPMENT CORPORATION LTD.
A-1/4, Lakhanpur, Kanpur-208012

Employees Provident Fund Trust Software

Employees Provident Fund Trust Software deals mainly with UPSIDC Employees, it covers all personal data with Employees, like (Emp. No., Emp. Name, Pension No. P.F. A/c No. etc.) and covers all Provident Fund, Corporation Contribution and Pension data. Software also covers his/her Loan details, this may be Refundable & Non Refundable type and also loan recovery. If employee does not pay all loan amount the software has option of Recovery of Interest and overdue Interest. The software provides a option to employee for Final Payment (after retirement) & 90% Advance (before retirement). The software has following modules-

Employee's Details :-

1. **Employee's Salary-** Feeding of salaries generated from the Regional Offices, EE Offices, Head office and then it is fed into the software for the salary bifurcations and loan adjustment (if taken).
2. **Provident Fund-** 12% part of employee salary, auto deducted by all Offices and it is then fed in Employees provident fund trust module.
3. **Corporation Contribution-** 3.67% part of employee salary bifurcated by all offices and it is then fed in Employee provident fund trust module.
4. **Employee's Pension-** 8.33% part of employee salary bifurcated by all offices and it is then fed in Employees provident fund trust module.
5. **Employee Loan Advance (Refundable & Non Refundable) -** In this part of module, employee takes the two type of loan, Refundable & Non Refundable. Refundable loan has maximum 36 installment and non refundable loans are deducted from employee share.

- 6. Recovery of EPF Advance-** In this section, EPF Trust module recovers the Employee's Refundable loan.
- 7. Recovery of Interest-** In this section, EPF Trust module recovers the Employee's Refundable loan Interest in only two installments.
- 8. Overdue Interest Loan-** when employee does not pay interest then here interest is treated as a loan and interest on interest is charged.
- 9. Overdue Interest Recovery-** In this section, EPF Trust module recovers the Employee's Overdue Interest loan, Interest in only one installment.
- 10. 90% Advance before Retirement-** In this section, Employee takes his 90% EPF Accumulation before retirement.
- 11. Final Payment after Retirement-** In this section, Employee takes his EPF Accumulation after retirement.
- 12. Unclaimed Balance (Non Active Account of Employees) -**

Investment :-

- 1. New Investment –** In this section create a new investment. Investment type- Central Govt. Securities, State Govt. securities, Public Financial Institution securities, Private institution, Special deposit scheme with RBI & Equities & Related Investment Category.
- 2. Investment Enhancement –** when we have to invest in the same portfolio in which we have invested already we use this module.
- 3. Interest on Investment Received –** On the Interest Payment due date we receive the interest on principal amount of Investment.

4. **Maturity of Investment** – In this section, EPF Trust module recovers the Investment maturity alongwith Interest.
5. **Amortized Premium** – premium on all securities (Central Govt. Securities, State Govt. securities, Public Financial Institution securities) is auto generated in this option.

Voucher :-

1. Payment Voucher
2. Receipt Voucher
3. Journal Voucher

Reports Generation :-

1. All Voucher Report
 - (I) Payment Voucher
 - (II) Receipt Voucher
 - (III) Journal Voucher
2. All Ledger Wise Report
3. Corporation Contribution (Monthly/Yearly)
4. EPF Subscription (Monthly/Yearly)
5. Employee Pension (7ps)
6. Employee Pension Summary
7. Employee Ledger
8. Summary of Employee Ledger
9. Non Refundable Advance
10. Refundable Advance
11. Final Payments
12. 90% Advances
13. Employee Loan & Recovery
14. Employee Interest Accrued & Recovery

15. Employee Loan Tabulation Sheet
16. Employee Overdue Interest
17. Employee Overdue Interest Accrued & Recovery
18. Investment Summary
19. Securities wise Investment
20. Premium on Securities
21. Journal Book
22. Bank Book
23. Trial Balance
24. Balance Sheet

Group Gratuity & Insurance

Voucher :-

1. Payment Voucher
2. Receipt Voucher
3. Journal Voucher

Report :-

1. Gratuity of Employee
2. Insurance of Employee
3. Journal Book
4. Bank Book
5. Trial Balance
6. Balance Sheet

Online software

Data is regularly transferred from the data fed in offline software to online servers from where employees were able to see their details through their logins.

Annexure B

Eligibility Criteria.

Technical/ Financial

1. Should have sound knowledge of dot net technologies and sql server.
2. Should have knowledge of handling of online servers.
3. Should have knowledge of crystal reports.
4. Should have done at least two similar kind of work as described in scope of work in government organizations.
5. Should have turnover of more than 50 lakhs.
6. Proper arrangement of man power for the above assigned work should be provided.
7. ITR of Last three years should be submitted.