

CEFC Pratham Foundation

Notice inviting Tender for Web site design & Development

Tender No. -CEFC/2017/10/Tender/02

Sealed tender offers are invited in sealed cover under two bid systems from eligible vendor / agency for providing the following services: Web site Design and Development for CEFC Pratham Foundation

Director, CEFC Pratham Foundation invites technical and price offer, along with various design and associated details of work proposed for the "Web Site Design & Development " under two bid systems i.e. one sealed envelope containing Technical bid and second envelope containing Financial bid. The Sealed envelope containing the quotation shall be superscripted "Tender for Web site Design & Development for CEFC Pratham Foundation". Please ensure that your quotation reaches Mr. Aswini Kumar Dash, Director, CEFC Pratham Foundation, Foundry Forge Plant, Plant Plaza Road ,Dhurwa, Ranchi, 834004 not later than 13.11.2017 at 11:00 hrs.

Tender Schedule:

Tender reference	CEFC/2017/10/Tender/02
Last Date and Time for receipt of tender offers:	13.11.2017 at 11.00 hrs
Time & Date of Opening of Tender offers:	13.11.2017 at 15.00 hrs
Address of Communication	Dr.Aswini Kumar Dash,Director, CEFC Pratham Foundation, Foundry Forge Plant, Plant Plaza Road, Dhurwa, Ranchi, 834004.
Contact Telephone No	0651-2401210
EMD	Rs. 5000[DD in favor of CEFC Pratham Foundation]

A. Scope of work/detailed specification for Web Site Design & Development for CEFC Pratham Foundation.

Main Features:

1. Information about the Institute, Its Vision & Mission, Chairman's Message, Board of Directors, Governing Council Members, Infrastructure details
2. Details of the training programs offered with the facility of filling up & submission of the application form online along with the payment gateway for payment of fees online
3. Details of faculty giving their experience, qualification and contact details.
4. News & Events update: latest news and events will appear on home page with read more link after clicking on this, all details will appear.
5. Page on careers giving details of recruitment advertisements
6. Online application form filling up & submission
7. Tenders with provision of sorting based on date of publication period
9. Contact details of the Institute with a Map showing its location
10. Search engine optimized web design
11. Development using Current Technology available, including PHP, (.NET), Java, SQL Server and XML to develop power full and efficient application.
12. The website should be compatible with the present browser available like, IE, Firefox, Chrome, opera and various monitor sizes, CRT/LCD screens etc.
13. User can download these file via the website.
14. The entire website should be dynamic in nature.
15. The Design, development, database design should make the portal with professional and corporate look user friendly, easy to access or navigate or should attract the visitor.
16. Integrated search functionalities: An effective search system integration where user can search any content by entering text in the search box.
17. Archive: An archive for all the uploaded News/Events/Meeting/Photos/Documents.

18. Visitor Counter: Actual visitors visiting this site will be tracked.
19. Photo Gallery: Dynamic gallery containing relevant photos.
20. Online recruitment system
21. Webmail Services
22. Secure Payment Gateway Integration.
23. Web Portal Content Writing Services.
24. Annual Maintenance Services.
25. Site Map: From this section end user will be able to see the tree structure of all pages/sections and subsections of that site. He/She will be able to navigate from here also.

General Terms & Conditions:

B. 1. Submission of Quotation:

All quotation must be forwarded in sealed cover addressed to Mr. Aswini Kumar Dash, Director, CEFC Pratham Foundation, FFP Building, Plant Plaza Road, Dhurwa, Plant Plaza Road, Dhurwa, Ranchi, 834004. so as to reach within the specified period. The reference to the enquiry number and the last date of submission must clearly be super scribed on thesealed envelope.

2. Director reserves the right to postpone and /or extend the date of receipt of tender or to withdraw the tender notice without assigning any reason thereof. In such an event bidders shall not be entitled to any compensation, in any form whatsoever.

3. All entries in the tender form should be legible and filled clearly. If the space for furnishing information is insufficient, a separate sheet duly signed by the authorized signatory may be attached.

5. Each page of this tender document should be signed by the bidder or by the authorized signatories with seal of the agency and required to be enclosed with the bid. Signing each page of the document will be implied as its acceptance in unequivocal manner with clear understanding and interpretation.

6. The agency shall not be allowed to transfer, assign, pledge or sub- contract its work, rights and liabilities under the contract to any other agency without the prior written consent of the CEFC Pratham Foundation.

7. The agency shall also be liable for depositing all taxes, levies, cess etc. on accounting services rendered by it to CEFC Pratham Foundation to concerned tax collection authorized from time to time as per extant rules and regulation on the matter. In case the agency fail to comply with any statutory/taxation, monetary or otherwise, the CEFC Pratham Foundation will deduct the same from the outstanding bills of the agency, to the extent of the loss of obligation in monetary terms.

8. Opening of the quotation: Quotation will be opened at CEFC Pratham Foundation office at the time on the date indicated on the tender form. Quotation will be opened in the presence of representative of bidder if they choose to attend the same.

9. Income tax clearance: Current Income Tax and Service Tax return must be enclosed with the bid submission of PAN and Xerox copy of the PAN card is must.

10. Payment Terms: fees will be given after successful development of the website.

11. Selection of Successful bidder: The agency/firm shall satisfy the pre-qualification criteria and technical criteria. Thereafter, the lowest bidder among the technically qualified bidder would be selected. Contract value shall be the basis for determination of L1. Service taxes shall be payable as per rules.

12. Rejection of offer: CEFC Pratham Foundation, reserve the rights to ignore or reject any offer including the lowest without assigning any reason. The CEFC Pratham Foundation does not bind itself to accept the lowest offer.

13. Dispute: In case of dispute, the matter shall be settled mutually, failing which the decision of the committee, CEFC Pratham Foundation shall be final and binding on the bidders.

14. In case the intended dates for opening of tenders is declared a holiday, the tender will be opened on the next working day.

C. Technical bid (To be placed in a separate sealed envelope)

The agencies are required to enclosed photocopies of the following documents along with the bid, failing which their bids shall be summarily/ out night rejected and will not be considered any further:

1. Name of agency

2. Profile of agency
3. Name of proprietor/Director of agency with telephone number and email id.
4. Full address of the registered office, Telephone No, Fax No, Email address
5. Full address of the local office, Telephone No, Fax No, Email address.
6. Average turnover certified by CA for last three years.
7. Company Registration number allotted by the Registrar of Companies..
8. PAN and Service Tax Number of the Agency
9. Copy of IT returns as filled by the agency for the last three financial years.
10. Copy of the service tax registration certificate of the agency
11. Copies of the contract awarded by the Central, State Govt. PSU's,PvtCompany for web site design/developments. (At least two) and a letter from the customer indicating the website is functioning/ working properly for last 5 years.
12. ISO certification if any.
13. Experience: The bidders should have minimum experience of 5 years of web-site design and development in which atleast two purchase orders of Rs, 2, 50,000 should have been placed in last 2 years. The bidder should have experience of working on cross platform and must have independently handled at least two assignments of similar size and complexity during last two years. The bidder must submit the certificate of user.
14. Average turnover during the last three financial years not less than 10 Lakhs.

D. Financial bid: (To be placed in a separate sealed envelope)

Contract value in rupees

Taxes as applicable -----

Last date for submission of sealed Bids:.

Director
Dr. Aswini Kumar Dash
CEFC Pratham Foundation