

Ref No. ROC/N/Store/2024/1665

Date: 07/10/2024

07 OCT 2024

TO,

_____,

Subject: Invitation for sealed Quotations for Design, Development and Maintenance of CMS based Website for joint Director, technical Education, Regional Office, Chhatrapati Sambhajanagar.

Dear Sir/Madam,

You are requested to quote the rates for the Design, Development & Maintenance of GIGW (Guidelines of Indian Government Websites Norms) compliant Content Management System (CMS) based portal supporting (English / Marathi) languages (Bi-Lingual) website for the Joint Director, Technical Education, Regional Office, Chhatrapati Sambhajanagar, as per the scope mentioned in the **Annexure I**, attached with this letter.

The sealed quotation shall be addressed to the "The Joint Director, Technical Education, Regional Office - Chhatrapati Sambhajanagar, Near Govt. Polytechnic, Peer Bazar, Osmanpura, Post Bag No.516, Chhatrapati Sambhajanagar – 431005.Maharashtra. The envelope should superscribe as **"Quotation for the Design, Development and Maintenance of GIGW compliant CMS based website"**.

Sr.No	Name of Item	Quantity
1	Invitation for sealed Quotations for Design, Development and Maintenance of CMS based Website for joint Director, Technical Education, Regional Office, Chhatrapati Sambhajanagar.	1

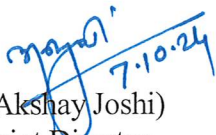
The quotation in specified format, along with necessary supporting documents should be sealed in an envelope and submitted to this office on or before Date: 17/10/2024 up to 05:00 pm.

You are requested to quote the rates inclusive of all the taxes with all the Terms, Conditions and Specifications and send the sealed quotation for the above requirements.

Website portal should be developed as per attached Annexure I.

Thanking You,

Yours faithfully,


(Akshay Joshi)
Joint Director
Technical Education Regional Office
Chhatrapati Sambhajanagar
Encl: Annexure I.

ANNEXURE - I

Scope of Work :

A. Objective:

Developing a Content Management System (CMS) based website as per the defined guidelines.

The website of Institute needs to be re-designed with all dynamic features for updation and prescribed Web accessibility features. The new website should also have single point administrative control for all the Modules. The new website should supporting (English / Marathi) in languages (Bi-Lingual) and should have a look and feel with aesthetic design, good color combination, background and screens, structure and layout, easy navigation facility to upload documents and other information and allowing users to define the period for which document is available on the site. Facility to add corrigendum / addendum / amendments to main document through appropriate links should be provided, enabling the visitors to view the main and linked documents in an integrated manner.

B. Scope of Services :

- The CMS Website should include Content Dynamically wherein authorized individuals from different locations can upload data on to the website. :
- The Guidelines for Indian Government Websites (GIGW) norms and its compliance should be follow and create well balanced professional websites that ease the flow of the stake holders.
- To get GIGW Compliance Audit Certificate from Standardization Testing and Quality Certification (STQC), Institute will pay the certification Fees separately if applicable.
- Website should have with CMS facility (Content Management System)
- The bidder should keep in mind that all the audience who can visit the websites like 'Visual Impaired' who can browse website easily and understood.
- Website should have Bi-lingual Feature, easy to Navigate, Layout development for Home & Inner Pages.
- The Website should have the facility of News & Announcement Management, Event Management, Notice & Circular Management, Tender Management, Media Management - Photo / Video, Download Management, Faculty Section & Site Search.
- The Website Sections like 'what new', 'latest updates', 'Tender' etc. Should be dynamic.
- The Website should have provision for Data Base Import / Export facility.
- The Website should be accessible through all major browsers (e.g., Microsoft Edge, Mozilla Firefox, Google Chrome, etc.).
- Website should be responsive and accessible through all major mobile/software hub/android/doc/lizard/bb.
- The bidder should provide Search Engine optimization (SEO) facility.
- The Website should have responsive design with HTML 5 in order to make the website open on all types of devices like - computers, tablets, smart phones etc.

- The bidder will be provided with Cloud Infrastructure for the website hosting.
- The Website should have provisioning for Storage, high availability (HA) and disaster recovery (DR)
- Department wise search institute module
- Design Chabot for website
- Design Calendar module for website

C. Functionalities Required:

- The website should be based on a Web Content Management System.
- The website should have Facility to update content by multiple users from anywhere through browser based administrative module using WYSIWYG editing tools allowing non-technical users to create and edit content.
- Separation of Design and Content - all dynamic content should be stored in the database and designed to be controlled by the use of cascading style sheet (CSS). It should be Separate CSS for use with Internet Browsers and Mobile Browsers.
- The Web CMS should have the ability to expand a single implementation (one installation on one server) across multiple domains, depending on the server's configuration and settings.
- Web CMS system should support user Groups, in which allowing the administrator to control how registered users interact with the site. A page on the site should be restricted to one or more groups.
- The Web CMS should have Themes based templates which can be customizable.
- Admin section of Web CMS should be protected by username and password and using Custom / SHA encryption. At database level password should be stored in encrypted format.
- The bidder should provide an operational guarantee on the Web CMS designed and also provide support for at least 1 year after the launch of said website so that modification can be made as per scope given by Institute.
- The bidder should provide provision on Web CMS as each link created by admin should specify the title of page and admin should have provision for entering date by which the link may expire. The default should never expire.
- Web CMS should have Facility to manage Departmental News/Events/Notification through an administrative control panel. Administrator should upload pictures / videos to their events. Also Administrator should add Caption to the pictures, facility to search news via a strong search engine, Facility to manage news/event write up /contents by multiple users from anywhere through browser based administrative module using a WYSIWYG editor.
- Web CMS should have Facility to manage photo gallery via an administrative control panel, facility to create photo gallery category dynamically. i.e. add/edit/delete photo gallery categories, facility to upload new pictures to these categories along with caption, facility to manage pictures and caption.

D. Technology and Features :

- Application should Hosted on High Speed Web, Application and Database Servers.
- Security - Application Data should have security. (Encryption of password, authentication, user rights, etc.)
- Training & UAT - User Acceptance Test should be provide. It should provide 2 days training to the client's staff at client premises.
- Software Warranty - There should not be any errors in the software from the day of Installation. Errors should be removed immediately if any.
- Support - 5X8 telephonic, 5X8 e-mail and 5X8 online support should be provided for the subscription period.
- Operating System - Linux / Windows Server
- Database Server - MS SQL Server / MySQL / PostgreSQL
- Web / Application Server - Apache / Tomcat / IIS / Open Light Speed
- Programming Language HTML5, PHP, ASP.NET, Java, JavaScript, JQuery, JSON

E. Security:

The website should allow secured socket layer. The website should be security audited according to OWASP (Open Web Application Security Project) application security verification standard.

F. Financial Terms (All figures in INR)

I. Development for CMS Website :

Sr. No	Item Description	Rate	Qty.	GST	Total incl. Tax.
1	Quotations for Design, Development and Maintenance of GIGW CMS based (Bi-Lingual) Website for Joint Director, Technical Education, Regional Office, Chhatrapati Sambhajnagar.				

G. Instruction to bidders and Terms & Conditions:

- The quotations must be submitted in sealed envelope, in prescribed format with details of enquiry super scribed on envelope. Online / e-Mail / By Post quotations will be accepted
- The quotations must be submitted of this office on or before the Date:17/10/2024 Time: upto 05:00 pm. Date of quotations opening at this office on 18/10/2024 upto 12:00 pm. You or your representative may, if so desire, be present at your own cost.
- The bidder must not be a defaulter to any Government authorities and must not have been black listed/debarred.
- Delivery to the consignee has to be effected within statutory period mentioned on purchase order.
- Rates quoted should be valid for 90 days from the last date of submission of offer.
- The bid offer must comply with all technical requirements of the user department/consignee. Mere quoting of lowest price will not be the criteria for award.
- The bidder must quote PAN Number and GST Registration number.
- The consignee will make payment by way of RTGS/NEFT/ECS , so the supplier will have to provide bank details to the consignee.
- Payments will be done only after the successful delivery of the Website.Advance payments will not be done.
- This office may call for additional documents and/or information required for processing the bids.
- This office reserves the right to reject any or all bid offers, without assigning any reason(/s),thereof.
- List of Document to be attached: -

Sr.No	Type of Documents
1	Covering Letter with details of the bidder
2	Price quote along with Taxation
3	Shop Act License / Company Incorporation Certificate
4	GST Certificate
5	PAN Card
