

**INDIAN ASSOCIATION FOR THE CULTIVATION OF SCIENCE
2A & 2B, RAJA S C MULLICK ROAD, JADAVPUR, KOLKATA 700032.**

NOTICE INVITING TENDER FOR 'REVAMPING OF IACS WEBSITE'

NIT No. IACS/ADM/SR/15-16/28

Dated : 29.12.2015.

Indian Association for the Cultivation of Science (IACS) invites Sealed Tenders for '**Revamping of IACS Website**'. The bids are to be submitted in **Two-Bid pattern i.e. Technical Bid and Price Bid** in two separate sealed covers distinctly marked accordingly and both to be put inside another envelope, which should be sealed and super scribed with '**REVAMPING OF IACS WEBSITE**', NIT No., Due Date and Time of Opening. Two bids i.e. Technical Bid and Price Bid should be identical in all respects except that the Technical Bid should have blank space at the places where prices have been quoted in the Price Bid. The bidders may submit bids duly signed in their own letterheads. In case the scheduled date of opening of tender is declared as holiday, the tender will be opened on the next working day at 3.00 P.M. The technical bids will be opened first to evaluate the technical specifications and the price bids of the technically qualified companies only will be opened thereafter. Complete tender bids should reach the **Despatch Section, Indian Association for the Cultivation of Science, 2A & 2B, Raja S C Mullick Road, Jadavpur, Kolkata 700032, West Bengal, India**, on or before the scheduled date & time specified below:-

Notice Inviting Tender No.	IACS/ADM/SR/15-16/28	Dated
Last Date and Time of Submission of Tender	21.01.2016 before 2:00 hrs.	
Pre-bid Meeting (date, time & venue)	11.01.2016 at 15:00 hrs. in S N Bose Seminar Hall.	
Date, time and place of opening of Bids.	22.01.2016 at 15:00 hrs in S N Bose Seminar Hall.	
Contact Details	Professor S. Ray, Associate Professor, Materials Science Department, e-mail: mssr@iacs.res.in	

PRICE BID: The financial bid indicating item-wise price for the items mentioned in the technical bid should be kept in a separate sealed envelope duly super scribed as "PRICE BID" on the outer cover of the envelope as already detailed above. **The price bid of only technically qualified bidders will be opened.**

BID SECURITY:

1. An Account Payee Demand Draft/Pay Order for Rs. 14,000/- (Rupees Fourteen Thousand only) drawn in favor of "Indian Association for the Cultivation of Science" is to be furnished along with Technical Bid as Bid Security money (or EMD).
2. The Demand Draft/ Pay Order for the Bid-Security money should have at least 60 (sixty) days validity period after the opening of the Bids.
3. In case of non-award of the work, the Bid Security money would be returned to the bidders.

PERFORMANCE SECURITY:

1. An Account Payee Demand Draft/Bank Guarantee of 5% of the Order Value drawn in favour of "Indian Association for the Cultivation of Science" is to be furnished by the successful bidder to be awarded the contract, as "Performance Security" money.
2. Performance Security should remain valid for a period of 60 (sixty) days beyond the date of completion of all contractual obligations of the supplier including warranty obligations.
3. Bid Security would be refunded to the successful bidder on receipt of Performance Security.

TECHNICAL BID:

IACS Website Revamping Assignment would comprise as follows:-

Technical Specifications:

Scope of Work

- a) Linux based database driven approach
- b) Preparation of the website as per GOI Guidelines for website.
- c) The entire website should be dynamic in nature with a CMS (Content Management System).
- d) Should have mobile compatibility

- e) Should be a secure website
- f) Website layout that automatically adjusts the page size to monitor
- g) There will be one main IACS website template and different template for other links appear on the main page
- h) Main content & all other sub content should be originated from different database.
- i) Departmental page will highlight departmental activity (dynamic)
- j) Search engine optimized web design.
- k) Implement current technologies available, including PHP, Java, MySQL/PGSql, XHTML, CSS and XML, to develop powerful and efficient website. All the software tools to be used to create all the component of the WebPages must be of open-sourced.
- l) Graphic resizing as needed to help make the site more viewer-friendly.
- m) The design, development, database design should make the portal with corporate look, user friendly, easy to access or navigate, and should attract the visitors.
- n) There should be an online registration facility for all applicants.
- o) Administrator should be able to gain control over the front end content, edit, add or delete contents of the front end through Administrator Control Panel (ACP). There should be a user management part with different levels of access.
- p) Browser independent development or Cross Browser compatibility.
- q) Open in http & https (SSL certificate) mode.
- r) Proper training to administrator about website functionality, adding contents, add/edit/modify menu, database management to run the website alone after 6 months from launching the website.
- s) Proper training to user level to upload contents & video etc.
- t) Vendors must install all necessary software including OS to run website in the server supplied by IACS.

PROPOSED FUNCTIONALITY:

a) Online job/recruitment application system:

- 1) After submitting application form, generate a pdf and send email to advertiser attaching the pdf.
- 2) Admin can set specific mail ID of owner per advertisement
- 3) Users can update their profile (With ID & password)

b) Department admin can update the departmental page.

c) Online form for Grievance, Hall booking, Guest House.

d) Admin Interface for

- 1) Add IACS Colloquium
- 2) Add open thesis colloquium
- 3) Add Departmental Seminar
- 4) Add Conference
- 5) Add Endowment lecture
- 6) Add News (important research, individual and institutional achievements)

e) On expiry of the last date all information should be moved to archives section.

f) Admin section must be protected by username and password and using encryption.

g) At database level password should be stored in encrypted format.

h) No username/password should be viewed or recovered. Only reset password options should be available through browser and email.

i) Main Navigation Panel: Administrator can add/edit/delete menu, which will change on navigation bar.

j) News and Event update: Latest news and events will appear on home page with 'read more' link, after clicking on this, details will appear.

- k) Integrated Search functionality: An effective search system integration where user can search any content by entering text in the Search Box
- l) Site Map: From this section a user will be able to see the tree structure of all pages/sections and subsection of that site. He/she will be able to navigate from here also.
- m) Archive: An archive for all the uploaded News/Events/Conferences/Photos/Videos.
- n) Visitor Counter: Actual visitors visiting this site will be tracked.
- o) Video File: Administrator can upload video file or add a video link, it will show on front-end through youtube/jwplayer (This should be enabled for individual departments too through the departmental administrator).
- p) Photo Gallery: Administrator controlled dynamic gallery containing relevant photos.
- q) Contact Us: A contact us form with google map integration.
- r) Event Calendar.
- s) Tenders: The tender would be listed category wise and date of expiry wise. If a corrigendum is issued for the tender then it should be listed below that tender. On expiry of the last date of submission the tender should be moved to archives section of Tender. Also cancelled tenders should be listed under cancelled tenders section under Tenders.
- t) Secure password protected content to be made available to specific users.
- u) 100 online administrative forms for internal use (over intranet). After submitting the form, a pdf will generate for printing/Save.
- v) Social networking site attached button.
- w) Any other as per user requirement: The total implementation will have to be in phases, through continuous consultation with CRR representatives.

Deliverables:

Bidder has to handover the Source Code, Patches & Releases (If any), all content used in the designing of the Website, along with User Manual, Installation Guide and any other if required for creation of development environment and hosting, launching of the site for the purpose of copyright and intellectual properties.

Copyright and Trademarks:

On the bottom of every page, there should be a link navigating to an information page regarding copyright of IACS. Name of the developer must not appear anywhere in the website.

ELIGIBILITY OF BIDDER:

- a) Bidder will have to submit three design options to finalize the site color schemes, layout, images, promotional areas etc. by IACS.
- b) The Website will be under warranty period for one year after date of launching the website. The successful bidder shall give an undertaking for running the website for the warranty period of one year with rectification of errors, addition or up-gradation of contents.
- c) The bidders must submit documentary evidence in support of their claim of having adequate capability, technical know-how and experience of design & development of website
- d) Sub-contract is not allowed
- e) Bidder must have minimum ISO 9001 Certifications
- f) The delivery time given as 3 weeks from the date of receipt of purchase order.
- g) Bidder should have experience in setting up websites for institutes/corporate companies in India.
- h) The bidder must have their office with support services available in Kolkata or near Kolkata.
- i) The bidder has to provide three Client references with Name of the designated person, Address, Phone No, Web-address, E-mail Address in India.
- j) The bidder should have a registered number of

1) VAT/Sales Tax where his business is located

2) Service Tax

3) Income Tax / Permanent Account Number (PAN).

k) The net worth of the bidder in the last two financial years, i.e. 2013-2014, 2014-2015 should be positive.

l) The bidder should be operational in the relevant field for at least 3 (three) consecutive years.

****Please Note: The decision of the Technical Committee on technical competence and eligibility of any technical bid submitted by any vendor would be final and cannot be contested.**

GENERAL INSTRUCTIONS:

a) **Submitting Tender** : The Tender must contain materials related to these specifications and should not contain materials that can overtly or covertly try to canvass for the vendor. The vendors are allowed to deviate from the specifications given below only when such deviations are demonstrated to be technically superior.

Additional features in the quoted items which are better than those in the indent – may be highlighted. The technical bid should not have any mention of pricing. The commercial bid should have the pricing for each option separately. Prices should be inclusive of all charges (taxes/duties as applicable, shipping charges, delivery at site, installation etc.) with clearly indicated break- ups. Fax, e-mail Tender will not be accepted. Duplicate Bid document must be submitted in Separate closed cover.

b) **Post-sale service** : The vendor must submit the names of the service engineers employed by them who are competent to change/alter and running the revamping website.

c) **Tender updates** : Prospective bidders may please refer to our website <http://www.iacs.res.in/tender>, occasionally for any update on the tender which may appear from time to time either in respect of pre-bid meeting or otherwise.

d) **Ineligible Tenders** : Incomplete and conditional tenders and tenders received after the due date will be summarily rejected without assigning any reasons thereof. Tender Notice and tender for 'Revamping of IACS Website' should clearly be written on the envelope.

e) In case of any dispute, the decision of the Institute authority shall be final and binding on the bidders.

ACTING REGISTRAR