

BIHAR INDUSTRIAL AREA DEVELOPMENT AUTHORITY
1st Floor, Udyog Bhawan, East Gandhi Maidan, Patna-4

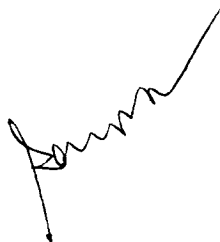
Dated: 16.10.2017

**SUBJECT: INVITATION OF QUOTATION FOR
UPDATION AND MAINTENANCE OF OFFICIAL WEBSITE OF BIADA**

- A. BIHAR INDUSTRIAL AREA DEVELOPMENT AUTHORITY (BIADA)** is a State Government undertaking registered under the Bihar Industrial Areas Development Act, 1974. It is headed by the Principal Secretary, Industries, Government of Bihar. The primary work of BIADA is to invite applications from interested entrepreneurs and allot them suitable piece of industrial land to establish industries at an affordable price. BIADA also provides infrastructure facilities in its 50 industrial areas spread across the length and breadth of the State. BIADA is also responsible for providing a facilitating environment to the investors in their industrial areas so that doing business becomes easy.
- B. BIADA** invites the Quotation from competent Firm/Organization/Agency for updation and maintenance of official website of BIADA with the following **scope of work:-**
1. It is proposed to update the official website of BIADA having the domain name **www.biadabihar.in**. The updation will include, notifications, proceedings, information, circulars etc. in respect of BIADA, and shall have information about, officer's details, RTI section, picture gallery, column for departmental officers and other important information. The website shall also have dynamic features viz. land, unit details (Frontend & Backend) and shall conform to the cyber security and others specifications notified for Government website by the Ministry of Information and Technology and other nodal agencies.
 2. The Vendor must have minimum 5 years of expertise in updation & maintenance of website contents, uploading on website, development of home page etc. and expertise in generation of online modules, reports etc. They shall have well qualified person/ persons with proficiency in development of website including new home page etc. They also capable to change/modify any data, runtime at BIADA office, in special circumstances.
 3. The updation shall be done from the premises of BIADA/ vendor or from other location convenient to BIADA. The AMC holder will be responsible for any loss or damage caused to any of the machine owing to the negligence on their part.
 4. The website of the BIADA shall be maintained and updated and made compliant GIGW (Government of India Government Website) guidelines. The GIGW guidelines are available at <http://guidelines.gov.in>.



5. Static information updation: Minor updation would be done by departmental Officers with the help of content management system (CMS). A user friendly control panel/CMS may be provided to departmental officers for this purpose to manage the daily routine updation like- tender, notice, RTI, contacts, reports. The CMS should support the dynamic menu, sub menus and able to create and upload the pages with appropriate content. CMS should capable to support all type of content like- HTML docs, word file, pdf file, images, multimedia files(audio/video) etc. AMC vendor would be responsible for major updation. AMC holder/ vendor would also provide for a search operation for notices, communication etc.
6. Maintenance of static pages of information
7. Checking of dead links (Monthly).
8. Archival of information (as per instruction).
9. Updation of data elements on existing pages.
10. Updation of land/unit reports (Monthly).
11. Renewal of domain before the specific deadline.
12. Convert existing website as responsive for tab/ mobile etc.
13. Re-design of Home-Page (as and when required).
14. Uploading of the English/ Hindi contents on the website.
15. BIADA is in the process to host the official website on Gov domain also. The bidder will have to coordinate with NIC office as and when required for the same.
16. Copy right: The source code of the complete website along with the control panel management, complete backup of database with its URL, FTP details, User ID & Passwords will be the property of BIADA and will be provided to BIADA as and when required.
17. Data base Administration (Oracle and Java based application & other software based application if required). Any other related work, if required. (During the AMC period, if scope of work is diversified then the AMC holder/ vendor shall have to provide the engineer with requisite caliber to this office and no additional amount will be paid).



ANNEXURE

1. Eligibility/Qualification Criteria:

- (a) Quotations are invited from individuals/ entities/ registered companies/partnership concerns/ firms. Bidder shall have to provide services required at Patna and shall have office or presence at Bihar.
- (b) The bidder shall have holistic knowledge and minimum 5 years experience in website creation / development, maintenance and other related matters as given below. Experience certificate (work order/ payment order) should be enclosed.
- (c) Support team shall be proficient in HTML5, XML, JSP, .NET, ASP, JAVA SCRIPT, JQUERY, MYSQL, MSSQL, ORACLE, Dream Weaver, Adobe Photoshop, GIMP, APACHE, XAMPP, WAMP, IIS, LINUX, FLASH Applets servlets etc and content management tools. Bid must contain the technical details.
- (d) All bidders must enclose copy of PAN, GST and one more Government issued Identity Card (to serve as proof of address) along with the tender document.

2. Submission of Quotation:

- (a) The envelope shall be super scribed with the name of work "**Bids for Maintenance & updation of Website of BIADA**" in capital letters. The bidder should specifically provide full technical details of the services offered and also shall provide full details of deviation they intend to make from the technical specification and contract terms detailed in the Bid.
- (b) The quotation shall contain full details of the technical specifications and the price & commercial consideration. Annual charges for maintenance & updation of website (payable after successful and satisfactory completion of the work on six monthly basis).
- (d) All offers shall be made available in hard copies as specified in the technical specifications and should be signed by the Proprietor, President, Partner or Director of the firm or individual on all the pages of the hard copy.
- (e) The acceptance of the quotation rests with the Executive Director, BIADA Patna who will be the final authority and whose decision shall be final and reserves the right to reject any or all of the quotation so received without assigning any reasons what so ever.

3. Prices

Price charged by the bidder for any goods and services under the Contract shall not vary from the prices quoted by the supplier in its quotation. Total price offered would be inclusive of all taxes/GST. BIADA shall not pay any additional charge except price offered. In case, some additional software is needed to get the work done the same shall be provided by the successful bidder free of charge.

Quote for the cost of, updation and maintenance of the official website of the BIADA and other related works.



Sl.	Updation and Maintenance Cost for 2 years as mentioned in the scope of work	Basic Cost	Taxes/GST	Total
1	Annual Updation and maintenance cost for 2 years as mentioned in the scope of work	1 st Year - 2 nd Year -		
Total				

4. The details of the eligibility criteria, specification, scope of work, terms and conditions, agreement details, payment schedules etc. are enclosed as **Annexure** to this Notice. In case of any further clarification of queries the bidders may contact Sri Sanjeet Kumar, IT Officer, BIADA, 1st Floor, Udyog Bhawan, East Gandhi Maidan, Patna, Mob No. 7870044432.

5. Taxes and duties

The successful bidder shall be entirely responsible for all taxes, duties, license fees, domain renewal etc. incurred until delivery of the Contracted Goods & Services to BIADA. No tax or duty will be payable by the BIADA.

6. **Payment:** The maintenance cost shall be paid half yearly (after completion of 6 month period) on raising the bill by the vendor during each of the 2 years.

7. **Security Deposit:** The selected bidder will be required to remit a security deposit equivalent to 10% of the value of the work order, inclusive of EMD by way of demand draft in favour of BIADA payable at Patna. The SD furnished by the bidder will be returned to him after the satisfactory fulfilment of the contract period. If the successful bidder fails to act according to the conditions or backs out after his selection, the SD will be forfeited.

8. **Agreement:** The selected bidder must have to enter into an agreement with BIADA for the same.

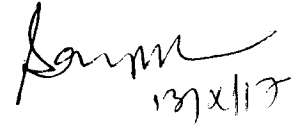
9. **Legal:** In case of any dispute the arbitration shall be held in Patna only.

10. Penalty Clause:

- The updation required to be made on the basis of data provided by this office shall be done within 4 hours failing which a penalty @ 5% of the contract value shall be levied for each such lapse.
- The design and other formats of the website approved by this office shall not be changed/ modified without prior permission failing which penalty @ 5% of the contract value shall be levied for each such lapse.
- Any deviation from the terms and conditions as mentioned above shall also attract appropriate penalty as applicable.



- Terms & conditions given in this quotation notice shall be binding on the successful bidder (vendor). In case of any dispute arising out of in relating to contract, the decision of ED, **BIADA, Patna** shall be final and binding.
- Last date for submission of bids is 20.10.17 till 05:00 pm.



(Sanjeet Kumar)
IT Officer, BIADA.