

Government of India
Ministry of Chemicals & Fertilizers
Department of Fertilizers
Shastri Bhawan
New Delhi

F.No. 97/10/2017-IT

Dated the 21 August, 2017

TENDER NOTICE

Sealed Tenders are invited from reputed Website Developers, for Re-Designing of Homepage of official website of Department of Fertilizers (fert.nic.in), and should reach latest by 15.00 hrs. on or before 11.9.2017 in the office of US(IT), Room No. 205, D-Wing, 2nd Floor, Shastri Bhawan, Dr. Rajendra Prasad Road, New Delhi and will be opened on 11.9.2017 at 15.30 Hrs. Bidders who wish to be present at the time of opening of the Tenders may represent themselves or authorize their representatives with an authority letter for the said purpose.

2. The details of work are as follows:-

- i) A modern version of Homepage of website with soothing colours in bilingual i.e. both in English & Hindi;
- ii) Having Links/Boxes to topics of relevance to DoF
- iii) Linking Twitter page of DoF to home page of website;
- iv) Bi-furcating "New Releases" into two links (a) Latest events/initiatives; and (b) Recruitment/Tender notices (in moving scrolls);
- v) Latest Photographs (3to4) on the webpage (to be changed every month);
- vi) "Fertilizer Policy" link to have 3 distinct components-(a) Urea Policy; (b) P&K Policy; and (c) Policy on City Compost/Organic Fertilizers (only relevant and latest policy guidelines to open up in these links) earlier policy initiatives will be archived;
- vii) Boxes on Latest data/prices [Production, import, sales] [domestic prices of Urea and P&K products];
- viii) Number of visitors accessing the website;
- ix) Portal login (so that every Division's Nodal officer of Deptt. of Fertilizers may update the content related to the concerned Division.
- x) Other changes on front page considered necessary (to be decided subsequently during the Work Order period).

3. **Re-Design & Development of Homepage:** The Homepage of website has to be re-designed to make it compliant with NIC regulation on security and to make it compliant with Guidelines for Indian Government Website (GIGW), which are available on <http://web.guidelines.gov.in>.

4. **Updation and Maintenance:** The Vendor has to maintain and update the website as per the inputs to be given by the Department for **six months** from the date of handing over the website.

5. The Re-design and development of the homepage of the website shall be completed within 30 days from the date of receipt of Work Order by the successful tenderer.

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TERMS AND CONDITIONS

1 Eligibility/ Qualification Criteria:

- (a) The Vendor shall have to provide services required at New Delhi and should have office of presence at New Delhi/NCR. **The vendor should be authorised vendor of NICSI.**
 - (b) The Vendor shall have minimum of 3 years experience, preferably in website creation/development, maintenance & other related matters as given below.
 - i Developed at least five portal of similar nature, with static content and database driven dynamic content/ interactive content.
 - ii Support team should be proficient in HTML, JSP, PHP, RDBMS, FLASH, Applets, servlets, XML and content management tools.
 - (c) The firm may enclose sufficient documents regarding execution of Government work order, specifically maintenance/ creation of websites in different modes.
 - (d) All Vendors must enclose VAT Registration/ Service Tax registration certificate alongwith the quotation.
- 2.(a) This office will not be responsible for any postal/courier delay and also for reasons beyond the control of this office.
- (b) All relevant rules and regulations' of Government of India will be final and applicable & binding on all applicants.

3. Prices:

Total price offered would be inclusive of all taxes. The purchaser shall not pay additional charges except price offered. In case, some additional software is needed to get the work done, the same shall be provided by the successful tenderer free of charge.

4. Taxes and Duties:

The successful tenderer shall be entirely responsible for all taxes, duties, licence fees, etc, incurred until delivery of the Goods & Services to the Purchaser. No tax or duty will be payable by the purchaser.

5. Re-Design of Homepage & maintenance/updation of Website:

- i The design consideration for the website should result in an eye-catching website, with a pleasant and appealing color-code portraying activities of the Indian Customs.
- ii The website should be bilingual with partially static and partially dynamic page structure. The dynamic content may contain 18 or more reports among other things.
- iii The website should be optimized for load time, response time, navigation and search.
- iv The optimization should cover all the areas like HTML, CSS, GRAPHICS, PDF and would be involved smaller page size and faster downloads.
- v The website should be supported by all current browsers like Internet Explorer, Firefox, Netscape, Opera, and Chrome & Safari etc.

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21/8/17

- Vi The appropriate test data according to the various design consideration will be presented to the Tendering Committee of this office, in a suitable format.
- Vii Records of updation in web contents should be maintained to determine the performance of the site with respect to page load speed and these statistics will be stored and examined, on a monthly basis and analyzed.
- Viii Modification of Site Map as and when required.

6. Submission of Tender

- i Tenders should be submitted in two parts- a technical bid and a financial bid in two separate sealed envelopes superscribed appropriately. The technical bid should be as per **Annexure A** and the financial bid should be as per **Annexure B**.
- ii The technical proposal should also include a Bid Security of Rs. 10,000/- in the form of a Demand Draft or Banker's Cheque drawn in favour of PAO, Department of Fertilizers and Payable at New Delhi valid for at least 3 months.
- iii Tenders not submitted as above or tenders in which the financial bid is indicated in the technical proposal shall be treated as non-responsive and rejected.

7. SELECTION

1. Technical proposal will be evaluated first and the financial bids of only such tenderers whose technical bid are acceptable will be opened and evaluated. Date & time of opening the bid will be intimated to Technically qualified tenderer.
2. Bid security of the unsuccessful tenderers will be returned without any interest.
3. Bid security of the successful tenderer will be returned after the contract is signed and the performance security is executed.

Department of Fertilizers reserves the right to select and reject any or all the tenders received without assigning any reason whatsoever.



(B.S. Hedao)

Under Secretary to the Govt. of India

Tel. No. 23386151

ANNEXURE-A
TECHNICAL BID DOCUMENT

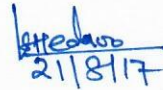
- 1 Name of the Organization/firm
- 2 Name of the proprietor/partners with Telephone No.
- 3 Address of the Proprietor/partners:
- 4 Registration No.
[Copy of proof be attached]
- 5 Name of Public sector/Govt. Organisations to whom similar services have been provided during last 2 years
[Please attach the job order/service certificate]
- 6 Service Tax Registration No.
[copy of proof be attached]
- 7 Permanent Account Number.:
[copy of proof be attached]
- 8 Any other information the tenderer may like to furnish:

Important Note:

1. Please read carefully "Terms & Conditions" before filling this form.
2. Department of Fertilizers reserves the right to accept or reject any application for Technical Bid for above work without assigning any reason whatsoever.

Declaration:

I hereby state that the information furnished above is full and correct to the best of my/our knowledge. I understand that in case any deviation is found in the above statement at any stage, the company/firm will be blacklisted and will not have dealing with the department in future.


21/8/17

[Signature to tender or authorized signatory with date & seal]

(बी. एस. हेडाऊ / B. S. HEDA00
अवर सचिव / Under Secretary
रसायन एवम् उर्वरक मंत्रालय
Min. of Chemicals & Fertilizers
उर्वरक विभाग / Deptt. of Fertilizers
नई दिल्ली / New Delhi

ANNEXURE-B
FINANCIAL BID DOCUMENT

1. Name of the Organization/firm
2. Name of the proprietor/partners with Telephone No.
3. Address of the Proprietor/partners.
4. Rate of contract (In Rs.)

S.No.	Name of the work	Price quoted (Amount in Rs.)		
		Basic Price	Taxes etc.	Total
<u>1.</u>	Cost of Re-Design, Development as mentioned in detail of work			
<u>2.</u>	Any other cost etc.			
<u>3</u>	Maintenance Cost for six months as mentioned in para 4 of Tender Notice			
	Grand Total Cost			

Important Note:

1. Please read carefully "Terms & Conditions" before filling this form.
2. Department of Fertilizers reserves the right to accept or reject any application for Financial Bid for above work without assigning any reason whatsoever.

Declaration:

I hereby state that the information furnished above is full and correct to the best of my/our knowledge. I understand that in case any deviation is found in the above statement at any stage, the company /firm will be blacklisted and will not have dealing with the department in future.

[Signature to tender or authorized signatory with date & seal]


21/8/17
H. HEDAO
अवर सचिव / Under Secretary
रसायन एवं उर्वरक मंत्रालय
Min. of Chemicals & Fertilizers
उर्वरक विभाग / Dept. of Fertilizers
मई दिल्ली / New Delhi