



Karnataka State Souharda Federal cooperative Ltd.,
(A Cooperative Statutory Body)

'NirmanBhavan', Dr.Rajkumar Road, 1st Block, Rajajinagar, Bangalore-560 010,
Website : www.Souharda.coop, E-Mail:souharda@souharda.coop, Tel: 23378375-80

Ref- KSSFCL/TE/02/2021-22

07.07.2021

Tender

**Designing & Development, Hosting and Maintenance of Existing
Website/Web portal for KSSFCL Bengaluru.**

General Information

1	Last Date and Submission of tender	20 th July, 2021 at 15.00 hrs.
2	Date and time of Opening Tender	20 th July, 2021 at 16.00 hrs.
3	Tender Cost	2.5 L
4	Tender Document Fee	Rs 300/-
5	EMD Amount	Rs.5000/- (Mode payment of DD Or Cash
6	Place of Opening of Tender	Nirman Bhavan Dr Rajkumar road 1 st Blcok Rajajinagara Bengaluru-560010.

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Section – I

Eligibility Criteria:-

- a) The firm must be service provider of Govt organization/Deaprtment of Karnataka
- b) The firm has to compulsorily follow the “Website Security Guidelines” issued by Karnataka Govt for website development, hosting, administration and management.
- c) The Design & Development of the Website/Web portal should be completed within a period of 30 days from the date of placing the order.
- d) The penalty clause will be effective, if the work is not completed within stipulated time period. A penalty at the rate of 100% of the total cost of the item will be levied if it is delayed by more than 15 days from the stipulated time. The penalty will be doubled, if it is delayed by 30 days or more. For delays beyond 30 days from the stipulated time, tender may also be liable to be cancelled.

Sealed tender under Single Bid system (Technical and financial Bids):-

The tenders/bids must be deposited in the tender box of KSSFCL Bengaluru not later than 20th July, 2021 at 15.00 hrs. The tender will be opened on 20th July, 2021 at 16.00 hrs. in the presence of the bidders/bidders’ representatives, who choose to attend.

Sealing and Marking of Bids:-

All the Bidders must quote the amount/cost separately for each item of work viz. 1.) Designing and Development of the Website, 2.) Hosting of the Website, 3.) Updating and Maintenance of the Website on Annual Contract Basis. Both the bids should be placed in the **single Envelope**, which shall also appropriately seal and marked as “**Bid for Designing, Development, Hosting and Maintenance of Exiting KSSFCL Website**”. The Bid complete in all respect should be deposited in the box placed at the Reception of the KSSFCL Bengluru. The same can also be sent through Courier/ Speed Post/ Registered Post in the Name of Managing Director, Karnataka State Souharda Federal Coopratve Ltd, nirmrn Bhavan Dr rajkumar Road 1st Block rajajingara Benglauru-560010.

Note: *The bids received after 15.00 hours of 20th july, 2021 by any source of communications will not be accepted. The competent authority of KSSFCL reserves the right to reject any or all the tenders received without assigning any reason thereof.*

Section – II

Scope of Work and Terms & Conditions

A. Scope/Item of Work

1. Designing and Development of the Website.
2. Hosting of the Website.
3. Updating and Maintenance of the Website on Annual Contract Basis.

B. Website/Web portal Characteristics

1. Website/Web portal should be accessible to all irrespective of technology, platforms, devices or disability of any kind.
2. Existing Website/Web portal will have the Web Address/URL www.souharda.coop
3. The Homepage of the Website/Web portal must have Title page, Lineage of the KSSFCL, Souharda Logo and Cooperative Symbol, Indian Identity and Ownership of KSSFCL.
4. Homepage and subsequent other important pages of the Website/Web portal must provide a prominent link to other relevant Government/Department Websites as requested by KSSFCL.

C. Design and Development:

The design/layout and the contents of the Website will be as per the requirements of this KSSFCL. A tentative outline of the Website/Web portal will as below: -

Sl. No.	Items	Sub-Items
1.	Home Page	Login/Logout for Members, New User Sign Up Link, Main Menu, Search Option, Display for New/Important Information, Notice Board, FAQs, Space for Publicity/Banner, Copyright Policy and Other Such Items as Required by DLA During the Developmental Stage. Each of These Services Being a Subpage.

2.	About Us	About KSSFCL, Cooperative department, History, Members
3.	Circulars/ Instructions/ Documents	With Upload and Download facility
4.	RTI and Personal Matter	As per the requirement of KSSFCL
5.	Site Search	As per the requirement of KSSFCL
6.	Latest News	As per the requirement of KSSFCL
7.	Events	As per the requirement of KSSFCL
8.	Contact Us	As per the requirement of KSSFCL
9.	Link with Other Portal	As per the requirement of KSSFCL
10.	Tender Notice	As per the requirement of KSSFCL
11.	Photo Gallery	As per the requirement of KSSFCL
12.	FAQs	As per the requirement of Directorate of Legal Affairs
13.	Search Engine Optimization	The firm have to make sure that the Website has been well optimized to get higher ranking for listing on search engines like Google, Bing, Yahoo etc.
14.	Copyright& Trademark	The firm will hand over all the software and graphics to KSSFCL for the purpose of copyright and intellectual ownership.
16.	Comparability	Required All content of image & layout compatibility in PC, Mobile and tablet all devise
17.	security	SSL certificate update
18.	Others	All Content and Headings of our present Website www.Souharda.coop

D. Technical Specifications:

KSSFCL Websites/Web portals of the Government of the Karnataka to follow the guidelines laid down in “Guidelines for Karnataka Government Websites” which can be downloaded from these tender Documents. Therefore, technical specification in respect of Visual Identity, Page Layout, Graphic Buttons & Icons, Typography, Colour, Images, Audio/ Video/ Animation, Navigation, Site Search, Sitemap and

Fames should be as per the “Guidelines for State Government Websites”. For more clarification in this regard, bidder may read the guidelines available on the website of KSSFCL.

E. Terms & Conditions

i. Evaluation Criteria / Evaluation of Technical Bids

The technical evaluation will be done by the Tender Evaluation officer and it will be ensured that the bidders/service providers are Eligible.

ii. Evaluation of Commercial Bids

- a) The commercial evaluation will be based on lowest cost basis (L1).
- b) The bidder who quotes the lowest cost will be declared the successful bidder and will be issued the **Letter of Intent (LoI)**.
- c) For each item of work contract may be awarded to different service providers based on L1 quote. However, preference may be given to those Bidders who are capable of rendering service on account of all the three items.

iii. Award of Contract

KSSFCL will notify the successful bidder in writing. No variation in or modification of the terms of the contract shall be made except by written amendment signed by the parties.

v. Arbitration

Except where otherwise provided for in the contract, all questions and disputes relating to or arising out of this contract, whether during the progress of the contract or after the completion thereof, shall be referred to the sole arbitration of the Head of the Department or to the sole arbitration of some other person appointed by the Head of the Department willing to act as such arbitrator. The case referred to arbitration shall be other than those for which the decision of the KSSFCL as expressed in the contract is to be final and conclusive. The arbitrator to whom the matter is originally referred being transferred or vacating his office or being unable to act for any reason, such Head of the Department, as aforesaid, at the time of such transfer, vacation or inability to act, shall appoint another person to act as arbitrator in accordance with the terms of the contract. Such person shall be entitled to proceed with the reference from the stage at which it was left by his predecessor.

Section – III

Ref- KSSFCL/TE/02/2021-22 dated :- 7th july, 2021

A) Technical Bid (To be submitted on the letter head of Bidder)

Pre-qualification Bid (Technical Bid) must be duly completed and sealed along with Demand Draft super-scribed as “**Tender No. Ref- KSSFCL/TE/02/2021-22 dated :- 7th July, 2021**”. The bidder shall expressly accept all the terms and conditions of the tender. The bid which does not comply with the terms and conditions of the tender will be rejected.

1. Name & Address of the Bidder:
2. Name & address of Directors (in case of Company) or Partners (in case of Partnership Firm) or Proprietor (in case of Proprietorship Firm). Registration number of the entity. (Documentary evidence to be enclosed).
3. Address for all communications during the execution of the project
4. GST No. / GST documents.
5. Years of Experience in Website development and related field.

I/We declare that I/We have examined the terms and conditions mentioned in the Bid document and accordingly agree and accept the same for tender/bid filing.

Seal of the firm/ company

Authorized

Signature of the
Representative of Bidder

The above tender cum bid format should be typed on the official letter head of the bidder. Separate sheet is to be enclosed if the space provided is not sufficient for the data to be provided. List of enclosures should be attached with the bid form.

Ref- KSSFCL/TE/02/2021-22 dated: - 7th july, 2021

B) FINANCIAL BID (To be submitted on the letterhead of Bidder)

Dear Sir/Madam,

With reference to “**Tender No. Ref- KSSFCL/TE/02/2021-22 dated: - 7th july, 2021**

”, we submit our commercial bid as under:-

S.No.	Particular	Price in Rs.
1	Domain Renewal from (.coop) US Server Per Year	
2	Web Hosting Space Cost (required)	
3	Email Ids Maintenance & Security Services	
4	Designing and Development of the Website.	
5	Hosting of the Website.	
6.	Updating and Maintenance of the Website on Annual Contract Basis.	
Total Cost (including GST)		

1. I / We hereby submit that the aforesaid offer price is inclusive of all, not specifically mentioned in the specification, but essential for successful development, hosting and maintenance of the website.
2. I / We agree to keep this offer valid for 90 (Ninety) days from the Bid due date (last date of submission of Bid) specified in the bid document. We shall also be agreeable to extend the validity of the bid, if so desired by the KSSFCL.
3. I / We agree and undertake to abide by all the terms and conditions of the bid document. In witness thereof, I / We submit this Bid under and in accordance with the terms of the bid document

Yours faithfully,
(Signature of the authorized Signatory)
(Name and Designation of the Authorized signatory)
Name and seal of Bidder/ Lead Firm

Date: Place: