



OFFICE OF THE PRINCIPAL COMMISSIONER,
CENTRAL EXCISE, CUSTOMS & SERVICE TAX
SYSTEMS, (HQ), VADODARA-I.

Ground Floor, Central Excise & Customs Building, Race Course Circle Vadodara.

F. No. CCE/Comp/13/Web/05-06/Pt.II

Dated:- 10.03.2016

TENDER NOTICE

Sealed Tenders are invited from reputed Website Developers for Designing, Maintenance and Updating of the official bilingual Website (English & Hindi) for the office of the Principal Commissioner Central Excise, Customs & Service Tax Commissionerate, Vadodara-I and for the office of the Chief Commissioner, Central Excise, Customs and Service Tax, Vadodara Zone, Vadodara in sealed envelope by the Principal Commissioner, Central Excise, Customs & Service Tax, Vadodara-I,

The prescribed tender documents with the Terms and Conditions can be obtained from the office of the Superintendent(System), Ground Floor, Central Excise Building, Race Course Circle, Vadodara between 11:00 to 17:00 Hrs. on any working day or can be downloaded from the official website www.excisevadodara1.nic.in or www.cbec.gov.in.

The interested agencies who comply with the following technical conditions and also willing to comply with the other terms and conditions as mentioned below should submit separate sealed Technical and Financial bids kept in a single sealed envelope and super-scribed with "TENDER FOR DESIGNING, MAINTENANCE AND UPDATING OF THE OFFICIAL BILINGUAL WEBSITE(English & Hindi)", addressed to the Joint Commissioner, Central Excise & Customs, Vadodara-I and should reach latest by **16:00 hrs.** on or before **28.03.2016** in the office of the Assistant Commissioner(System), Central Excise, Customs and Service Tax, Division-I, 4th Floor, Central Excise Building, Race Course Circle, Vadodara and the tenders will be opened on 28.03.2016 at 17:00 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.

The details of work are as follows:

- (i) **Design and Development:** the website has to be designed to make it compliant with NIC regulations on security and to make it compliant with Guidelines for Indian Government Website (GIGW), which are available on <http://web.guidelines.gov.in>. The entire site with all the content and folders as such has to be developed. The source code of new website shall be immediately handed over to this office.
- (ii) **Updation and Maintenance:** The Vendor has to maintain and update the website as per the inputs to be given by the department for one year from the date of handing over the website. Whenever any dynamic content is required to be updated the same may be done only after Security Audit Clearance by CERT-IN Empanelled Auditor. If static information is required to be updated then there is no need of Security Audit.

The design and development of the website shall be completed within 10 days from the date of receipt of Work Order by the successful tenderer.

TERMS AND CONDITIONS

1. Eligibility / Qualification Criteria:

(a) The Vendor shall have to provide services required at Vadodara and should have office of presence at Vadodara.

(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.

iii) Domain knowledge of the Industries sector is preferable.

(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 along with 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 excluding of all taxes. The purchaser shall not pay any 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.

1. Taxes and Duties:

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

5. Design & Development of Website:

The design consideration for the website should result in an eye-catching website, with a pleasant and appealing color-code portraying activities of the Central Excise & Customs. 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.

- ⇒ The website should be optimized for load time, response time, navigation and search.
- ⇒ The optimization should cover all the areas like HTML, CSS, GRAPHICS, PDF and would he involved smaller page size and faster downloads.
- ⇒ The website should be supported by all current browsers like Internet Explorer, Firefox, Netscape, Opera, Chrome & Safari etc.
- ⇒ It should be mobile friendly
- ⇒ The appropriate test data according to the various design consideration and will he presented to the Admin. Section of this office, in a suitable format.
- ⇒ Records of updating 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.
- ⇒ Modification of Site Map as and when required.

6. Maintenance & Updating of Website:

The Development, Maintenance and regular updating of the all associated activities linked with the work related to contents of the aforementioned two websites.

- a) The AMC holder must have expertise in updating of website contents, uploading on website, development of home page etc and expertise in generation of on line modules reports etc. They should have well qualified persons with experience in development of website including new home page etc.
- b) The updating will be done from the premises of the purchaser or from other location convenient to the Department. The AMC holder will be responsible for any loss or damage caused to any of the machines owing to the negligence on their part.

This Commissionerate reserves the right to select and reject any or all the tenders received without assigning any reason whatsoever.


(Sunil Kumar Singh)

Joint Commissioner(P&V)
Central Excise, Customs & Service Tax,
Vadodara-I Commissionerate.

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. Organizations 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:

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 my 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 tendered or authorized signatory with date & seal]

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.):

Sr. No.	Name of the work	Price quoted (Amount in Rs.)		
		Basic Price	Taxes	Total
1	Cost of Design, Development and initial implementation as mentioned in scope of work			
2	Cost per Input Form			
3	Cost per Output report			
4	Any other cost/like Security Audit etc.			
5	Maintenance Cost for one year as mentioned in scope of work			
	GRAND TOTAL COST + AMC			

Important Note:

1. Please read carefully "'Terms & Conditions' before filling this from.
2. Central Excise, Customs & Service Tax Commissionerate, Vadodara-I 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 tenderer or authorized signatory with date & seal]