

## CORRIGENDUM (Date : 24/03/2020)

### (4) Schedule of Submission of Bids:

Tender documents and other details can be obtained from the website of the Corporation, [www.gsphc.gujarat.gov.in](http://www.gsphc.gujarat.gov.in). The amendment, if any, will be notified in the above website.

**Two Cover Bids (Technical and Financial)** should be submitted in physical form only.

The following is the schedule of events of this tender:-

- (a) Tender processing fees (non-refundable) – **Rs. 250/-**  
(in cash/cheque/demand draft in favour of GSPHC, payable at Gandhinagar).
- (b) Validity period – The validity of bids shall be **3 months** from the last date of submission of the bids i.e. on **08/04/2020 upto 6.00 p.m.**
- (c) Pre-bid Meeting - A pre-bid meeting is kept on **04/04/2020 at 12.00 noon** at the Head Office of the Corporation.
- (d) Opening of bids – On **09/04/2020** at 12.00 noon.
- (e) Envelopes containing sealed tender should be clearly marked as “**TENDER FOR UPGRADATION, DEVELOPMENT & MAINTENANCE OF WEBSITE OF GSPHC**”.

## **INTRODUCTION :**

Gujarat State Police Housing Corporation Ltd. (**GSPHC**) is involved in construction of residential and non-residential buildings for Police and other departments functioning under Home Department, Government of Gujarat. The purpose of this document is to invite a suitable service provider for “**UPGRADATION, DEVELOPMENT AND MAINTENANCE OF EXISTING GSPHC WEBSITE**”. The website shall serve as a powerful tool to reach the potential users.

### **(2) Existing Website:**

The existing website of GSPHC can be viewed at [www.gsphc.gujarat.gov.in](http://www.gsphc.gujarat.gov.in). The existing website provides basic information about the Corporation through various sections/WebPages/images. The site provides information on the basic activities, organizational structure, tenders, notices, etc. Besides, it also provides information related to RTIs and press releases.

### **(3) Vision of the Portal:**

GSPHC plans to have a dynamic state-of-art web portal which would reflect our proposed vision, be a live platform to show the progress and status of the stages of construction of various works undertaken by the Corporation. This means that the website shall blend the up-to-date information, current data and information that can go live.

The purpose is also having a improved look and feed with latest designs, features and elements. The website shall be elegant in look and user-friendly in its layout design and contents.

To meet this objective, GSPHC invites reputed, experienced and financially sound agencies/firms having expertise in the design and development of website, as service providers.

#### (4) Schedule of Submission of Bids:

Tender documents and other details can be obtained from the website of the Corporation, [www.gsp hc.gujarat.gov.in](http://www.gsp hc.gujarat.gov.in). The amendment, if any, will be notified in the above website.

**Two Cover Bids (Technical and Financial)** should be submitted in physical form only.

The following is the schedule of events of this tender:-

- (f) Tender processing fees (non-refundable) – **Rs. 250/-**  
(in cash/cheque/demand draft in favour of GSPHC, payable at Gandhinagar).
- (g) Validity period – The validity of bids shall be **3 months** from the last date of submission of the bids i.e. on **21/3/2020 upto 6.00 p.m.**
- (h) Pre-bid Meeting - A pre-bid meeting is kept on **26/03/2020 at 12.00 noon** at the Head Office of the Corporation.
- (i) Opening of bids – On 04/04/2020 at 12.00 noon.
- (j) Envelopes containing sealed tender should be clearly marked as “**TENDER FOR UPGRADATION, DEVELOPMENT & MAINTENANCE OF WEBSITE OF GSPHC**”.

#### (5) Scope of Work:

The scope of work includes following:-

- Website development & design – It should be dual language compatible i.e. it should be in English & Gujarati languages.
- It should be responsive and to work perfectly on all devices (laptops, computers, smart phones and tablets).
- The administrative dashboard should have the ability to add/edit/delete the contents.
- The website should be scalable for all future requests.
- It should have features like dynamic photo and video gallery.
- It should also have feed-back form option.
- It should have the details of various construction projects taken up by the Corporation.
- Mapping up of projects, as per the location of the projects.
- Individual project details like name of work, place, date of starting, date of completion, project cost, built-up area, date of completion etc.
- Updating of status of various projects like completion on time, completion with delay, in progress on time, in progress with delay, completed and handed over etc.

- To add new tabs in the publication section which would require new updation of architectural & structural drawings and other documents related to a specific project.
- Project events.
- Create/modify, list of empanelled agencies.

**(6) Website Maintenance:**

Comprehensive maintenance of website post go-live date, for a period of **Five years**.

**(7) Key Points :**

- (i) All material/product and related data on website would be the property of GSPHC and service provider would have no claim over the same in future.
- (ii) All changes should be stored and kept confidential and service provider should not use/replicate/transfer the same to anyone else.
- (iii) The website provider should provide all admin/user manuals alongwith complete training to GSPHC staff/team.
- (iv) The service provider should provide support for all future upgrades/initiations of GSPHC related to website.

**(8) Annual Maintenance & Management :**

The scope of annual maintenance and management will be for a period of **Five years** and will cover regular updating of contents in the above modules/sub-modules, software and security after up gradation etc. In order to undertake the above, the firm will depute one qualified resourceful person at the office of GSPHC, who will also be available on call basis (**24 x 7**) to maintain/manage/troubleshoot the website as per GSPHC requirement.

**(9) Eligibility Criteria:**

The bidder should qualify the following eligibility criteria :-

- (1) The firm shall be a legal entity as per Government of India Regulations and Laws of the Land.
- (2) The firm should have minimum of 5 years of experience from the last date of submission of bid in design, development and providing maintenance and management services of websites/portals/web applications.

- (3) The firm should have designed, developed and maintained at least **10 websites**, Out of which at least **two websites of Central/State Governments/PSU/Universities/Academic institutes** in past 3 years from the last date of submission of bids. Necessary supporting documents should be submitted.
- (4) The firm should have annual turn-over of at least **Rs. 10.00 lakhs** during the last 3 years (*for the year ending 31<sup>st</sup> March, 2019*). Copies of Balance Sheet, duly certified by a Chartered Accountant should be submitted.

**(10) Clarification of Tender Documents:**

The prospective bidders require any clarification on the tender documents, may attend a pre-bid meeting, as mentioned above. GSPHC reserves the right to modify the contents of the tender and accept/reject any tender without assigning any reason whatsoever. For any corrigendum with respect to this tender, please visit our website [www.gsp hc.gujarat.gov.in](http://www.gsp hc.gujarat.gov.in) regularly. No advertisement shall be published separately in any newspaper in this regard.

**(10) PERFORMANCE SECURITY DEPOSIT (SD)**

An amount @ **5% of total contract value** in shape of FDR/ TDR/ DD/ BG as **Performance Security Deposit (SD)** is to be deposited by the successful bidder, within 14 (fourteen) days from the date of issue of Work order. Performance Security shall remain valid for a period of 90 (Ninety) days beyond the date of completion of the contract including website maintenance period. No interest will be payable on SD. In case of breach of contract by the service provider, the SD shall be forfeited by the corporation and the firm shall be blacklisted in addition to the termination of the contract.

**(11) EVALUATION OF FINANCIAL BIDS**

The Financial Bids of the technically qualified bidders will be evaluated as per the evaluation criteria mentioned below:

Bidder with lowest financial bid (L1) will be awarded the contract.

## (12) INDICATIVE SCOPE OF WORK

The indicative scope of work to be executed are laid out in detail at Para 5 above. GSPHC may provide detail of five sample websites for the reference of bidder to give an overall idea about the requirement of the Corporation. The developer can prepare their demos accordingly.

## (13) COPYRIGHTS AND TRADE MARKS

The source code, text, design, trademarks, photos and graphics in editable mode, or other artwork furnished in designing of the new website shall be owned by GSPHC upon completion of the successful implementation of website by the service provider. Website designed through this tender will not include the name or logo of the web developer anywhere.

Dynamic data including third party data generated through website analytics will remain under complete control of GSPHC and it shall reserve its copyrights.

## (14) PAYMENT AND DELIVERY TERMS

The work shall be completed in **SIXTY DAYS** as per below schedule from the date of signing of contract.

<b>Sr No</b>	<b>Activities</b>	<b>Time Frame (from the date of award of contract)</b>
1	Basic Templates Design and Approval	15 Days
2	Final Website Design and Approval	15 Days
3	User Acceptance Testing (UAT) of the system	10 Days
4	Go-LIVE of the Website	20 Days
5	Website Maintenance for 5 (Five) year after successful implementation and acceptance of the work	will be ongoing activity as per the requirements, terms and conditions of the contract agreement valid for a period of 05 years.

The service provider will be required to maintain the proper momentum and reveal the progress on regular basis to GSPHC. The progress should be made as per the satisfaction of GSPHC to ensure that the work will be completed in all respects within the stipulated period, failing which appropriate action may be taken by the Corporation. The service provider shall make a presentation after first two weeks from the contract date and thereafter a weekly presentation of completed pages.

The service provider shall obtain approval of each page by the duly constituted committee during the designing work in progress.

### **(15) Payment Terms:**

Upon Approval & Acceptance: 25% of contract value for website design, development and testing (excluding the maintenance cost)

Website Testing : 25% of contract value for website design, development and testing (excluding the maintenance cost)

Launch of Website after successful completion of work: Balance 50% of contract value for website design, development and testing (excluding the maintenance cost).

During the maintenance period of 05 years; payment will be released on successful completion and certification by the IT Dept. once in every 06 monthly period.

Penalty @ 10% of contract value per week or part thereof will be levied for any delay in execution of work as per the time frame mentioned in the tender document as well as work order being issued.

### **(16) OTHER TERMS AND CONDITIONS**

The service provider should allocate a single point of contact (POC) who can provide support during the development and implementation stage. For an identified number of months/ year, the service provider shall depute a dedicated resource within GSPHC for up-gradation, maintenance and development of the website.

The service provider shall not utilize or publicize or disclose or part with any statistic, data or information collected with assignment/ contract without the express written consent of GSPHC.

No terms and conditions other than as stipulated above will be entertained. Tenders without acceptance of the terms and conditions stipulated above are liable to be rejected.

The Managing Director, GSPHC, reserves the right to accept or reject any or all the tenders without assigning any reason thereof.



## **ANNEXURE - I**

### **BID FORWARDING LETTER**

(on the Letterhead of the Bidder)

Date : \_\_\_\_\_

To

The Managing Director,  
Gujarat State Police Housing Corporation Ltd.,  
Behind Nashabandhi Bhavan,  
Sector 10-B,  
Gandhinagar-382010

Subject: RFP for 'Upgradation, Development and Maintenance of GSPHC Ltd.

Sir,

I/ We hereby confirm and declare that I/We have carefully studied the tender documents therein and undertake myself/ ourselves to abide by the terms and conditions laid down in the tender document.

The Tender Processing Fee of Rs.250/- (Rupees two hundred and fifty only) in the form of Demand Draft in favour of Gujarat State Police Housing Corporation Ltd., is enclosed herewith.

I/ We also keep the offer open for six months from the last date of submission of bids.

Yours faithfully,

(Name & signature with stamp of the bidder)

## ANNEXURE – II

### TECHNICAL BID

RFP for 'Design, Development and Maintenance of GSPHC Ltd.

Date: \_\_\_\_\_

Subject: RFP for 'Up gradation, Development and Maintenance of GSPHC Ltd.'

(Self-attested photocopies of all supporting documents in support of below particulars must be attached with the bid)

Sl. No.	Particulars	Compliance (Yes/No)
1.	Name of the Firm with Complete Address, Tel/ Mobile No. and Email Address	
2.	Name of the Authorized Representative and Designation along with Mobile No. and Email ID	
3.	Status of the Firm (Proprietary/ Partnership/ Pvt. Ltd. etc.)	
4.	Tender processing fee of Rs.250/- in the form of DDs from any scheduled commercial bank in favour of 'Gujarat State Police Housing Corporation Ltd.'	
5.	The firm should have designed, developed and maintained at least <b>10 (TEN) websites</b> out of which at least <b>02(TWO)</b> in any Centrally Funded Technical	

	Institute (CFTI)/Institute of National Importance (INI),	
	like IIM/ IIT/IISc/IISER/NISER/ NIT/IIIT/ AIIMS/	
	Central/ State Universities and/or Central	
	PSUs/State/Central Govt. departments, within past	
	03 (three) years from the last date of submission of	
	bid.	
	Copy of work order, completion certificate and	
	performance certificate are essentially required to	
	prove the eligibility. The past 03 years will be	
	reckoned from the date of publication of this tender.	
6.	The firm should have annual turnover of at least	
	Rs.10.00 Lakhs during last three financial years	
	ending on 31st March 2018. Copy of Balance Sheet	
	and P&L Account duly certified by a Chartered	
	Accountant along with ITRs of above said three	
	financial years should be submitted.	

Copy of Permanent Account Number (PAN)

Copy GST Registration of Firm

Bid Forwarding Letter as per Annexure - I

Power of Attorney/ Authorization Letter, if bid is submitted by the authorized representative of the firm (on the Letterhead of the bidder)

Duly signed and stamped of the entire bid document along with its addendum/ corrigendum, if any

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## ANNEXURE- III

### FINANCIAL BID

Date: \_\_\_\_\_

To

The Managing Director,  
Gujarat State Police Housing Corporation Ltd.,  
Behind Nashabandhi Bhavan,  
Sector 10-B,  
Gandhinagar-382010

Subject: RFP for 'Up gradation, Development and Maintenance of GSPHC Ltd.'

Sir,

I/We quote the under mentioned rates for subjected tender.

Sl. No.	Description of Work	UOM	Amount	
			In Figure (Rs.)	In Words
1.	Up gradation, Development and Maintenance of GSPHC Ltd.' Website and related application Deployment, adhering to all terms, conditions and Requirements GSPHC Ltd.	Lump Sum		
2.	GST as per GOI norms			
	<b>TOTAL AMOUNT (to be quoted in Indian Rupees)</b>			

1. The financial bid should be expressed both in words and figures. If any discrepancy is found between figure and words in the financial bid, the value in words shall prevail.

Place:  
Date:

Signature with stamp of the bidder:  
Name, Address of the bidder:  
Tel/ Mob No.

**\*\*\*END OF DOCUMENT\*\*\***