

GOVERNMENT COLLEGE OF ENGINEERING AND TECHNOLOGY,
CHAK BHALWAL, JAMMU

NOTICE INVITING TENDER

e-NIT NO:- 04 of 2021-22 DATED: 07/01/2022

Principal GCET, Chak Bhalwal, Jammu on behalf of Lt. Governor of UT of J&K invites **Tenders by e-tendering mode** from reputed vendors for “**Design, Development & Maintenance of GCET Jammu Website cum CMS**” as per scope of work mentioned at **ANNEXURE ‘A’** to this e-NIT in Govt. College of Engineering and Technology, Chak Bhalwal, Jammu whose particulars are given below:-

S. No.	Particulars	Approx. Cost	Cost of tender
1	Design, Development & Maintenance of GCET Jammu Website cum CMS for a minimum period of 05 years from date of commissioning (Specifications as per Annexure-“A”)	To be quoted by the contractor (as per Price BID in BOQ only)	Non-refundable amount of Rs.2000/- (Rs. Two Thousand only) in the shape of e-challan.

Key Events & Dates

The schedules of activities for RFP are outlined below:-

S. No.	Key Activities	Date and Time
1.	Period for the sale/download of tender document	Start Date: 10/01/2022 from 11:00 AM End Date: 31/01/2022 upto 05:00 PM
2.	Last date for submission of written queries by intending bidders (through email at: gcet_jammu1994@rediffmail.com)	17/01/2022 up to 05:00 PM.
3.	Response to the Queries	Response to the Queries will be published on 22/01/2022
4.	Submission of Bids	Start Date: 10/01/2022 from 11:00 AM End Date: 31/01/2022 upto 05:00 PM
5.	Date and Time / Place of Opening of Bids	02/02/2022 at 02:00 PM In the Office of Principal, GCET, Jammu
6.	Bid Validity	90 days from the date of opening of bids.
7.	Bid Procedure	Two Cover system through e-Tendering process at http://jktenders.gov.in
8.	Bid Evaluation Criteria (Selection Method)	Least Cost Based Selection (LCBS) / (L1)
9.	Website for downloading RFP, Corrigendum's Addendums etc. (if any)	www.jktenders.gov.in or
10.	Bid Document/Tender Fee	Rs.2000/- (Rupees Two Thousand Only) to be deposited in the Bank Account mentioned below by or before the last date and time of

		<p>submission of tender. Scanned copy of receipt is to be uploaded on JK Tenders portal along with the bid. Bids without tender fee will be rejected.</p> <p>The bank account details are as under:-</p> <p>Title: Principal/Accounts Officer, GCET, Jammu</p> <p>Account No: 1250040100002780</p> <p>Bank: Jammu and Kashmir Bank</p> <p>Branch: Mishriwala</p> <p>IFSC Code:JAKA0MISHRI</p>
11.	Bid Security / EMD	<p>In pursuance to the circular issued by the Finance Department vide NO. A/MISC(2018)-111-895/J Dated 22.12.2020, Bidders shall submit "Bid Security Declaration" for an amount of Rs.12000/-(Rupees Twelve Thousand Only). However the successful tenderer has to submit original Bid Security Declaration of EMD.</p>

**Sd/-
Principal,
GCET, Jammu.**

No: GCET/Accts/2020-21/568-73

Dated:- 07/01/2022

Copy to the:

1. Principal Secretary to Government, Higher Education Department, Civil Secretariat, J&K Jammu for information please.
2. Director Finance, Higher Education Department, Civil Secretariat, J&K Jammu for information please.
3. Joint Director, Information Department for information and with the request to publish the tender at least in three leading newspapers of National level and UT level preferably Times of India, Daily Excelsior & Greater Kashmir for wider publicity and send the cutting for confirmation.
4. In charge Website, GCET Jammu for information and necessary action.
5. All concerned committee members GCET, Jammu.
6. Office File.

GOVERNMENT COLLEGE OF ENGINEERING & TECHNOLOGY,
CHAK BHALWAL, JAMMU

Standard Bidding Document (Technical Specifications)

Design, Development & Maintenance of GCET Jammu Website:

Objectives

- (i) To create the full website from scratch with complete version control.
- (ii) Design should consist of one main site and more than 30 micro-sites with more than 100 micro admins for various departments/sections/services of the institute.
- (iii) Easy to use content management system for easily managing overall content of the website.
- (iv) To develop role based access management system to provide secured, restricted access to different users.
- (v) The design should offer integration with services like ERP, LMS, etc
- (vi) Setting up & Hosting of Website on secured cloud based server (for minimum of 10 years subscription) and any other location location as will be specified by GCET Jammu.
- (vii) The domain name of the website should be .ac.in and it should be registered for 10 years subscription.
- (viii) Proper Backup mechanism & Disaster Recovery deployment.
- (ix) Complete interactive design with Enquiry/Chat bot

2. Broad Scope of the Work

Website Design, Development and Maintenance with Web Content Management systems (WCMS) of the website. The following points shall be covered under the scope of the work:

- (i) Design and Development of web site as per requirement.
- (ii) The bidder should create Design from scratch, no web templates allowed
- (iii) Breadcrumb Navigation must be for entire site with sitemap.
- (iv) The bidder has to offer flexible design with custom themes and colors.
- (v) The website design should allow flexible font size and adaptive carousals.
- (vi) Web Content Management System (WCMS) for controlled workflow delegation for the Content Authors, Content Publishers and Content Approvers.
- (vii) The design should be interactive with bot support for proper guidance.
- (viii) The bidder has to do Web and Mobile site development.

- (ix) Web pages design modification may be necessary from time to time.
- (x) Making portal more accessible through popular search engine.
- (xi) Complete version control design with easy Database Administration.
- (xii) Minimal information as pdf or other files, uploaded content should be shown as web pages.
- (xiii) GCET Jammu Public Android App for fetching daily updates, events and student notices/result, etc.
- (xiv) The bidder has to offer better SEO Design.
- (xv) Training on Content Management System to the officials of GCET Jammu.
- (xvi) Enquiry/Chat bot for users.

2.1 Technology & Functionalities Required

The website will be based on a Web Content Management System. Facility to update content by multiple users from anywhere through browser based administrative module using WYSIWIG(preview) editing tools allowing non-technical users to create and edit content.

a)	Separation of Design and Content – content to be stored in the database and designed to be controlled by the use of cascading style sheet (CSS). Separate CSS for use with Internet Browsers and Mobile Browsers.
b)	The WCMS shall have the ability to expand a single implementation (one Installation on one server) across multiple domains, depending on the server's settings.
c)	The WCMS based site shall be able to create microsities/web portals for various departments / resource centers within a main site as well.
d)	WCMS should allow administrator to set up rules for workflow management, guiding content managers through a series of steps required for each of their tasks.
e)	Admin section must be protected by username and password and using SHA 512. At database level password should be stored in encrypted format. After consecutive wrong attempts, the password should be sent to administrator through email.
f)	The Website shall facilitate online payments/payment gateways (through Direct Debit or Debit and Credit Cards of multiple Banks) through the Portal. Provide interface and access to the external payment gateway for enabling the online payment services.
	Each link created by admin should specify the title of page and admin should

g)	have provision for entering date by which the link may expire. The default shall never expire.	
h)	Dynamic News /Events/ Notification Management System: Facility to manage Departmental News/ Events/ Notification through an administrative Control panel. Administrator can upload pictures to their events. Also can add Caption to the pictures, facility to search news via a strong search engine, Facility to manage news /event write-up/contents by multiple users from anywhere through browser based administrative module.	
i)	Dynamic Photo gallery / Video Management System: Facility to manage photo gallery via an administrative control panel, facility to create photo gallery category dynamically. i.e. add/ edit/ delete photo gallery categories, facility to upload new pictures to these categories along with caption, facility to manage pictures and caption.	
j)	Approval process – Ability to create a new page with formatted content, send it for approval and publish it on the site after approval.	
k)	User Management – Ability to create users and define permissions for approval within a department, section, centres etc.	
l)	Database Management – Ability to create new database and user interface to display dynamic content from the database.	
m)	Menu Management – Ability to add, move, delete, modify menus on the site.	
n)	Platform & Development Environment	
	Operating System	Linux
	JavaScript frameworks	MEAN, JavaScript build tools, Web pack, etc.
	Libraries/frameworks	jQuery, React, Bootstrap, AJAX, etc.
	Web server technologies	Apache, Nginx, etc.
	Database technologies	MongoDB, Cassandra, Redis etc.
	Server-side languages	PHP, Ruby, etc.
	Browser	Browser independent development or Cross Browser compatibility
The language of the site	English	

<p>Analytics & statistics, Webalizer Raw-Log Manager Referrer & Error Logs Visitor Counter</p> <p>Password Protected Directories and Custom Error Pages IP Deny Manager, Redirect URL</p>
<p>Website should be enabled by either HTTPS or TLS security certification license which needs to be reviewed every year.</p>

2.2 Content Editing

- (i) Interface for content editors
- (ii) Compatible on all browsers and allow mobile editing

2.3 User Interface

- (i) Responsive Content on Web & Handheld devices
- (ii) Composite layouts or wireframes for entire website
- (iii) Design should be clean, minimalistic and flexible.

2.4 Safety & Security

- (i) The selected bidder will engage any cert-in firm to make security audit of websites and provide safe to host certificate.
- (ii) The selected bidder has to resolve all the security vulnerabilities found during security audit.

2.5 Pages/Blocks

The following functionalities will be incorporated in the website The web portal will have two parts:

- (i) Public view and interaction which is called as client part.
- (ii) Interface to manage the requirement by the administrator from admin interface which is called as backend.

The website covers information for the following heads/subheads for public view

- (i) Home Page with drag and drop control for various sections to Administrators.
- (ii) Main Navigation Panel: Administrator can add/edit/delete menu, which will change on navigation.
- (iii) Homepage will cover information as:
 - Banner & Logo
 - Mission & Vision
 - Directors Message
 - Career/Jobs: should have an event-specific dynamic application form through which

interested people can apply for advertised positions

- (customized application form as per college requirements) etc. Gallery: Administrator controlled dynamic gallery section.
- Contact Us: A contact us form with google map integration
- Event Calendar: Should be able to fetch events from published events from any section as well. An e-calendar for academics, holidays and other Institute events.
- Tenders: Proper E-tendering Portal with Auto purging of old tenders.
- Service Integration: support for ERP/LMS and other Authentication services
- Alumni: Proper portal for alumni database with online registration facility.
- Advertisements: Advertisements & Online application form filling facility.
- Admissions: Admission portal.
- Library: Library resources and portal access
- RTI: Online RTI portal
- Online payment gateways
- Anti-Ragging
- Donations etc.

(iv) Departments Page: Homepage of each department & should have links for:

- About the Department
- Faculty Profile
- Staff Profile
- Academic Activities including Curriculum, Syllabi
- Research Activities
- courses
- Facilities
- Notices
- Gallery
- Videos, Etc.

(v) Centers and Sections: should have all the information like:

- About the Centre/section
- Staff Profile
- Infrastructure

- Facilities
- News/Notices/Event calendar
- Gallery
- Videos

2.6 Maintenance of the Website and De-bugging

- Bug fixing and problem reporting
- Fast turnaround time for changes.
- Complete service solution for our website
- Website Backup for 24x7 uptime

2.7 Access to Visually Impaired

The contents of the website should be readable using any Screen Access Reader Software to the Visually Impaired users.

2.8 Training

Extensive training should be undertaken for all users at GCET Jammu to handle web content related to their Department/Faculty etc. Additionally, a separate training should be done for web administrators.

2.9 Project Team

Include the names and titles of all people who will be involved in this project, specifically whose approval will be needed at each step. This helps the agency draft an appropriate communication plan for the project that will make everyone's job easier.

2.10 Additional Facilities & Features:

1.	Facility of Secured log-in based control panel to Internal members (Officers/Faculty/ Departmental/Section users/ Micro sites)
2.	Internal Members Role Based Access Management Module
3.	Content Management System (CMS)
4.	Bilingual Management Module Development
5.	Store & Purchase (e-Tender)
6.	Remote Publishing facility with sFTP
7.	Placement Cell, Alumni Portal, etc
8.	SMS Gateway Integration Push & Pull
9.	Recruitment Portal
10.	Research output and Success Stories Module, Social Media Links

11.	Provision for redirecting for VPN Access, ERP, LMS, Intranet etc.
12.	Faculty Corner
13.	Administrative Staff Corner
14.	Employee Corner
15.	Student Corner
16.	Maps & Other Campuses
17.	GCET Jammu /College examination & corner
18.	RTI cell
19.	Software Development Cell/Central Facilities
20.	Technical Support for implementation & maintenance
21.	Library Resources Center
22.	Any other online application tools requested during development)
23.	Student Grievances/SC Cell, Helpdesk
24.	Online Complaint portal / Cast based harassment / Anti ranging
25.	3D Virtual Tour , 360 degree view
26.	Telephone Directory

2.11 Guidelines to Bidders

(i) Activities:

Bidder / agency / vendor may present a best solution with a best design model for the website with a Home Page (In-house developed) for GCET Jammu. The successful bidder will be decided by the GCET Jammu to proceed as per the requirements of GCET Jammu. The decision of committee to approve bidder/design shall be final and binding to accept for bidders. Moreover, the desired website is to be finally developed on proposed features in the EOI document.

(ii) Requirement Study:

The successful bidder will be expected to do a requirement study for the website, which when agreed upon by the GCET Jammu will be frozen. The desired navigation structure, general functionalities and reference points for the design will be discussed with the successful Bidder prior to start of work. In this context, the GCET Jammu will also be open to provide suggestions to the successful Bidder and receive same as well.

(iii) Information Collection:

The successful bidder will have to depute professional staff for collection of information and pictures from

the different departments and sections of the GCET Jammu initially, apart from those that are available on the existing website. Once the website is commissioned, update of the information will be the responsibility of the departments/units as role based after AMC.

(iv) Compatibility:

The site design must be cross-browser and cross-OS compatible up to the most recent browser.

Should have support for all platforms: like Desktop/Tablet or Notebook and Mobile.

(v) Other instructions:

- Rate should be quoted inclusive of the cost of Project and maintenance for a minimum period of 05 years from date of commissioning.
- All information, document, photos and data as a result of the execution of the job shall always remain the property of GCET JAMMU. Selected Bidder has to return the data while the contract is over along with source code and other related content.
- The firm/bidder shall not make or allow to make an unauthorized copy, use, access or other utilization of these materials commercially or otherwise, directly or indirectly except as agreed to by the GCET JAMMU. The firm/ bidder shall also ensure complete confidentiality of the information and data provided to carrying out the job.
- GCET Jammu, will have no liability regarding transportation, boarding and lodging firm/bidder and their staff.
- Under no circumstances the firm shall not appoint any sub-contractor or sub lease the contract. If violated the conditions, the contract will be terminated.
- The successful bidder will be selected on the basis of LCBS system.
- The Financial bids of those bidders will be open who qualify the technical bids.
- The selected firm/bidder shall host a server at their end for the entire assignment (or as the case decided by the committee at GCET Jammu).
- The selected service provider/publishers will have to complete the job as per term and conditions specified above in the EOI.
- The GCET Jammu reserves the right to accept or reject any or all EOIs without assigning any reason thereof.

(vi) General Terms and conditions:

- The time for completion of the work shall be 60 days from the date of issue of the job order in favor of successful bidder.
- The successful firm/bidder shall be required to present minimum 03 demo designs out of which a design template will be selected by a Committee to start design from scratch as per selected design model.
- The firm/bidder can go through websites of any reputed institutes of national importance like IIT, NIT etc and estimate the variety and quantum of information that

needs to be available on the website.

- The bidder must have at least 3 years of experience of creating and managing quality websites, preferably WCMS based websites of large Institutions/ companies. Documentary evidence by way of completion certificate should be produced in support of experience and performance clearly mentioning use WCMS Tools (copy to be enclosed).
- ***(In compliance to the Govt. of India Policy Circular 1/(2)/2016/MA dated 10-03-2016 relaxation shall of 02 years shall be provided to Startups/MSME on prior experience and turnover criteria subject to meeting quality and technical specifications. However, such vendors must have atleast 01 year of experience of creating and managing quality websites. Documentary evidence to this effect shall be enclosed by such vendors.)***
- The bidder should be having PAN, TAN/TIN, GST (which ever applicable) (Copy to be enclosed).
- Parties: The parties to the Contract are the contractor (the firm/bidder to whom the work has been awarded) and Principal GCET Jammu.
- Addresses: For all purposes of the contract including arbitration there under, the address of the contractor mentioned in the tender shall be final unless the bidder notifies a change of address by a separate letter sent by registered post with acknowledgement due to GCET Jammu. The bidder shall be solely responsible for the consequences of any omission or error to notify change of address in the aforesaid manner.
- **Payment Terms:** 90% payment of order value will be made on delivery/completion, hosting of portal and successful approval by concerned Committee. Balance 10% payment shall be released after closure of maintenance contract.
- OM No 6/18/2019-PPD dated 23.07.2020 of Ministry of Finance, Department of Expenditure Public Procurement Division, Govt. of India regarding Rule 144 (xi) of GFR of 2017 shall have to follow by the tenderers.
- Provisions of Public Procurement (Preference to Make in India), order 2017 as amended on 16.09.2020 shall have to follow by the tenderers.
- Signing of Tender/EOI: Individual signing the tender or other documents connected with contract must specify whether he/she signs as: -
 - a) A “sole proprietor” of the concern or constituted attorney of such sole proprietor.
 - b) A partner of the firm, if it be a partnership firm, in which case he must have authority to execute contracts on behalf of the firm and to refer to arbitration disputes concerning the business of the partnership either by virtue of the partnership agreement or by a power of attorney duly executed by the partners of the firm.
 - c) Director or Principal Officer duly authorized by the Board or Directors of the Company, if it is a Company.

- Sub-letting of Work: The bidder shall not assign, transfer or sublet or attempt to assign, transfer or sublet, whether wholly or in part, any portion of the work to any other entity.
- The EOI/ tender is not transferable
- Conceptualization of the project.
- The submitted document relating EOI should indicate the details regarding the creation of WCMS based website being carried out and design model with presentation.
- Amendment of Bidding Documents.

- At any time before the deadline for submission of bids, GCET JAMMU, for any reason, whether at its own initiative or in response to a clarification requested by a bidder, modify the bidding document by amendment. All prospective bidders shall be notified of the amendment through the GCET JAMMU website/email and all such amendments shall be binding on them.

- Note: The cost incurred in security certification (third party testing), cost of database software's & platform, web-server cost (with backup servers), other server cost, the cost of SMS gateways, and other related costs shall be borne by the selected bidder.

- Affidavit from bidder: Affidavit from the bidder to the effect that the firm has not been blacklisted by any Government body/ Semi-government body/ PSU/Central or State Autonomous body during the past 5 years

- All the pages in the technical and financial bid must bear the signature stamp of the bidder.

- A letter of authorization is necessary if any other than the bidder or an employee of the bidder attends the bid opening.

(Note:- In compliance to the Govt. of India Policy Circular 1/(2)/2016/MA dated 10-03-2016 relaxation shall of 02 years shall be provided to Startups/MSME on prior experience and turnover criteria subject to meeting quality and technical specifications. However, such vendors must have atleast 01 year of experience of creating and managing quality websites. Documentary evidence to this effect shall be enclosed by such vendors.)

(vii) Guidelines /Conditions:

- Detailed lists/procedures of quality control, which the bidder proposes to conduct during the execution of work.
- The Project will have 60 months' development & service/maintenance period.
- Hardware Requirement & Minimum configuration: Bidders should provide the requirement of minimum hardware configuration, third-party software, tools, required for the proper and smooth Website hosting/Publishing.
- Training and Maintenance Support: The bidder will provide training at GCET Jammu premise to staff without any extra cost.

(viii) Other Terms and Conditions:

- The bidders should allocate single point of contact who can provide support during the development and implementation stage. For an identified number of months/ year, the firm shall depute a dedicated resource within GCET Jammu till commissioning of website.
- The successful bidder shall ensure the compliance of all Statutory Acts and rules including the EPF Act and any other Labour Acts. The GCET Jammu shall not be liable for any financial burden/ liability due to negligence or his failure to comply with labour laws or any other statutory Acts/ Rules.
- All disputes relating to this tender shall be reference to sole arbitrator to be appointed by the Registrar, whose decision will be binding on both the parties.
- All disputes arising out of this tender shall be subject to the jurisdiction of courts of Jammu.

Instructions to bidder regarding e-tendering process:-

1. The supplier should be a vendor registered with Govt. of UT of J&K/Govt. of India.
2. Tenders to be submitted under two cover system.
3. The interested bidder can download the NIT/bidding documents from the website <http://jktenders.gov.in>

4. To participate in bidding process, bidders have to get (DSC) "Digital Signature Certificate" as per Information Technology Act-2000, to participate in online bidding. This certificate will be required for digitally signing the bid. Bidders can get above mentioned digital certificate from any NIC/Govt. approved vendors. The Bidders, who already possess valid (DSC) Digital Signature Certificates, need not to procure new Digital Signature Certificate.
5. The bidders have to submit their bids online in electronic format with Digital Signature. The bids cannot be uploaded without Digital Signature. No Proposal will be accepted in physical form.
6. Bids will be opened online as per time schedule mentioned in the e-NIT.
7. Before submission of online bids, bidders must ensure that scanned copies of all the necessary documents are attached with bid.
8. The department will not be responsible for delay in online submission of bids, whatsoever reasons may be.
9. All the required information for bid must be filled and submitted online.
10. Bidders should get ready with the scanned copies of cost of documents & Bid Security Declaration as specified in the tender documents. The original papers in respect of cost of documents, Bid Security Declaration and relevant documents be submitted to the Tender Inviting Authority by Registered post/courier as per time schedule specified.
11. The details about cost of documents, Bid Security Declaration specified in the tender documents should be the same, as submitted online (scanned copies) otherwise bid will not be accepted.
12. Bidders can contact the undersigned for any guidance for getting DSC or for getting any other relevant details in respect of e-tendering process.
13. Bidders are advised to use "My Documents" area in their user on <http://jktenders.gov.in>, e-tendering portal to store important documents like Balance sheet, GSTIN/Sales Tax Clearance Certificate, ITR, and other related documents etc., and attach these certificates as Non- Statutory documents while submitting their bids.
- 14. Bidders are advised not to make any change in BOQ (Bill of Quantities) contents or its name. In no case they should attempt to create similar BOQ manually. The BOQ downloaded should be used for filling the rates inclusive of all taxes and it should be saved with the same as it contains.**
15. Bidders are advised to scan their documents at 100 DPI (Dots per Inch) resolutions with Black and White, PDF Scan properly.
16. The guidelines for submission of bid online can be downloaded from the website <http://jktenders.gov.in>.

DOCUMENTS REQUIRED:-

1. Tenders to be submitted under two cover system.

(A) First cover (Technical Bid) is to be uploaded online and scanned copies in PDF format should contain the following documents.

1. Scanned Copy of an affidavit for Rs.100/- stamp paper duly attested by **Ist Class Judicial Magistrate** with the effect that:-

- i) The documents/catalogues etc enclosed with the Tender are genuine and are not tampered or fabricated.
- ii) The firm has not been blacklisted in the past by any Govt./Private institution of the country and there is no vigilance/any other investigating agency, case pending against the firm.
- iii) If anything found wrong at any stage against the firm, I/we shall be responsible and deem to any legal action against me/us.

2.

<ul style="list-style-type: none"> (i) Scanned copy of tender documents (Viz. Technical compliance, brochures/catalogues of the quoted items containing make and model of the item, OEM/authorization certificate, registration/existence certificates of the firms and performance etc) duly page numbered completed and signed BUT WITHOUT INDICATING THE RATES QUOTED. (ii) Scanned copy of the Bid Security Declaration: Received from M/s...ABC...pledged to the Principal, Govt. College of Engineering & Technology, Chak Bhalwal, Jammu. (iii) Scanned Copy of the Receipt of Tender Fee. (iv) Scanned Copy of technical specification of the items quoted with catalogues/broacher etc. and deposition of samples, (wherever asked) (v) Scanned copy of Registration certificate with Govt. of UT/Central Govt. (vi) Scanned copy of the e-NIT, all pages duly signed and stamped by the tenderer, in token of having understood and accepted the specifications, terms and conditions of the e-NIT and quoted items duly ticked. (vii) Self- attested scanned copies of Income Tax return for the last 3 financial years 2018-19, 2019-20 & 2020-21 along with latest clearance certificate. (viii) Scanned Copy of Chartered Accountant dully vetted financial statements comprising of A/C Balance sheet for the last 03 financial years 2018-19, 2019-20 & 2020-21. (ix) Scanned Copy of GST Clearance certificate up to 03/2021 and GST latest return up to 31.03.2021. (x) Scanned Copy of Compliance Sheet for Bidders. (xi) PAN No./GSTIN No. Self-attested photocopies/Scanned thereof be appended. <p>The Successful tenderer have to deposit the below mentioned Original documents with the office of the Principal, Govt. College of Engineering & Technology, Chak Bhalwal, Jammu before the allotment of work order.</p> <ol style="list-style-type: none"> 1. Affidavit. 2. Original Turnover Certificate from Chartered Accountant supported with copy of balance sheet for the last three years. 3. Appendix "I", "II" 4. Original EMD declaration form and tender fee receipt. 	
B. SECOND COVER (FINANCIAL/PRICE BID) SHOULD CONTAIN THE FOLLOWING	
I.	<p>Rate quoted by the firm should be on firm price basis as per bill of quantities (BOQs) of the e-tender to be downloaded from the website and Rates should be carefully quoted offline and then uploaded.</p> <p>The Zero basic cost for any item in BOQ will be treated as nil quoted.</p> <p>Financial bids (Price bid) of only those tenderer shall be opened who will qualify in Technical Evaluation report submitted by the experts of respective disciplines.</p>

Annexure 1

Compliance Sheet for Bidders

Technical Bid for Website Development

S.NO	Particulars	Description
	Submission of Detailed RFP document for the Design , Development and Maintenance of GCET Jammu website cum CMS.	
1	Name, Address, email and telephone number (and mobile phone no.) of the agency/firm	
2	Name. Designation, Address and telephone no. (mob. No.) of the authorized person	
3	Please enclose the list and no. of years of association with different organizations.	
4	Whether firm is registered, PAN (Please attach copy) and GST, TAN/TIN (whichever applicable) (write number)	
5	Detail of past working experience with all stages of developing Website, technology skills (attach proof)	
6	Website maintenance for the past three years with experience including management, editing of website application (please attach proof) (indicate list with years)	
7	Detail of IT based other assignments performed (Please attach copy with sanction letter/ work order)	
8	Describe organization knowledge about website development application (Human Resource skill set and profiles)	
9	Latest 3-years Income Tax Return (Please attach copy) calculating 3-years average	
10	Proof of average Annual Turnover for last three financial years: 2018-19, 2019-20, 2020-21.	
11	Proposed Work Plan, proof of concept and Approach	
12	Scanned copies of GST clearance upto 31 March, 2021 and GST latest Returns upto 3/03/2021.	

	<p>Declaration:</p> <p>This is to certify that I/We before signing this job assignment have read and fully understood all the terms and conditions contained in the document and undertake myself/ourselves to strictly abide by it.</p> <p>Signature of the officer with name, designation, seal and date</p>	
--	--	--

(Note: Attach the self attested documents certificates of the compliance sheet.)

Signature of Bidder

APPENDIX-I

Reference e-NIT No. of 2020 Dated: _____

The Principal,
GCET, Jammu.

Madam,

1. I _____ hereby state that I am not connected in any manner with any other bidder in this tender with respect to manufacturing distribution, supply, in sharing business information/documents and price of the items etc. quoted in this bid.
2. I further state that if this is not found to be correct, the institute is at liberty to reject my tender.
3. I further certify that my concern has neither been blacklisted nor banned by any central or state organizations to participate in tendering process.

Yours faithfully,

**Signature with date, name and designation
For and on behalf of M/s _____
(Name and address of the Manufacturer)**

Note:-

- a) This undertaking should be on the letter head of the manufacturer firm and should be signed by the authorized person.
- b) Scanned copy of the original letter must be attached with tender documents.

APPENDIX-II

GOVERNMENT COLLEGE OF ENGINEERING AND TECHNOLOGY, JAMMU

To

Principal,
Government College of Engineering & Technology,
Chak Bhalwal, Jammu

Reference: E-Tender No: _____
Dated: _____
Name of Work: _____

I/We,irrevocably declare as under:

I/We understand that, as per Tender/bid conditions, bids must be supported by a Bid Security Declaration in lieu of Earnest Money Deposited.

I/We hereby accept that I/We may be disqualified from bidding for any contract with you for a period of Three Years from the date of disqualification as may be notified by you (without prejudice to FACT's rights to claim damages or any other legal recourse) if,

- 1) I am/We are in a breach of any of the obligations under the bid conditions,
- 2) I/We have withdrawn or unilaterally modified/amended/revise, my/our Bid during the bid validity period specified in the form of Bid or extended period, if any.
- 3) On acceptance of our bid by FACT, I/We failed to deposit the prescribed Security Deposit or fail to execute the agreement or fail to commence the execution of the work in accordance with the terms and conditions and within the specified time.

Signature:

Name & designation of the authorized person signing the Bid-Security Declaration Form:

Duly authorized to sign the bid for and on behalf of : _____(complete name of Bidder)

Dated on _____day of _____month, _____year.

(Note: In case of a Joint Venture, the Bid Security Declaration must be in the name of all partners to the Joint Venture that submits the bid).