



क्षेत्रीय शिक्षा संस्थान, भुवनेश्वर

REGIONAL INSTITUTE OF EDUCATION: BHUBANESWAR
(National Council of Educational Research & Training)

Sachivalaya Marg, Bhubaneswar-751022.

e-mail id: riebs@nic.in, and riebs@yahoo.in

website: www.riebs.ac.in and www.riebs.ori.nic.in

0674 - 2541409 (O), 0674 - 2542924 (O)

Advt. No. 427

Date: 11.07.2022

Quotation for Website Renovation

Tender Schedule

Event	Date & Time
Tender Publish Date	15/07/2022
Last Date of tender submission	25/07/2022, upto 5.00 PM
Tender Opening and Evaluation	26/07/2022, 3:00 PM
Presentation	27/07/2022, 11:00 AM
Opening of Financial Bids	27/07/2022, 4:00 PM
Tender Award Date	01/08/2022

Tender Cost: Rs. 500/ (Non refundable)

EMD Cost : Rs. 5, 000/-

Instructions for the Bidders

Regional Institute of Education (RIE, Bhubaneswar) intends to renovate its existing website www.risbbs.ac.in incorporating latest features and technology with required applications. RIE, Bhubaneswar invites proposals from established IT and Web designing agencies who have undertaken similar projects successfully and would be able to meet the website designing, development and maintenance as per the scope of work.

SCHEDULE FOR SUBMISSION OF TENDER

The following is the schedule of events for this project. The schedule may change depending on the result of the responses and a final schedule will be established prior to contract with the successful Vendor.

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The Tender document can be downloaded from the website: <http://www.riebbs.ac.in>.

The completed application (response document), (printed, signed and bound copy) should be submitted in a sealed cover super scribed with the title “**Tender Document for Website Redesign & Online-Applications Development for Regional Institute of Education, Bhubaneswar**” at the address given below. The Tender eligibility, technical specification and financial bid should be in three separate sealed cover inside the main cover.

Envelope – 1(super scribing Eligibility Documents)

Tender committee will examine all tender eligible documents thoroughly with all required supporting documents and may also verify through third party agencies. Only tender eligibility passed bidder's documents will be processed further for technical evaluation or presentation or financial bid opening.

Envelope – 2(super scribing Technical Proposal)

The Technical Proposal should detail the technical specifications of the proposed solution, compliance to the specifications of various modules detailed in the tender, implementation plan, post implementation warranty and support plan.

Envelope – 3(super scribing Financial Bid)

The Financial Proposal should give detailed breakup of price of various modules and associated price of implementation in the Performa in Annexure – 3 enclosed.

RIE will not be liable for any cost incurred by the respondents in preparing responses to this tender or Negotiations associated with award of a contract.

To,

The Principal

Regional Institute of Education

Sachivalaya Marg (Near BDA NICCO Park) Bhubaneswar, 751022

E-mail: principal@riebbs.ac.in

<http://www.riebbs.ac.in>

Late Applications: Any application received after the last date and time for submission shall not be accepted. Applications received after the last date shall be summarily rejected.

Clarification of Tender Document

Interested eligible vendors requiring any clarification on the tender documents may notify only through email to the principal@risbbs.ac.in, Regional Institute of Education, Bhubaneswar will respond by email to any request for clarification of the Tender Documents, which it receives not later than 7 days prior to the deadline.

Eligibility Criteria

The agency eligible for taking part in the bid must satisfy following criteria:

1. The bidder should be a company registered under Indian Companies Act.
2. The bidder should have a minimum ten years experience in Govt. educational website designing and maintenance services as on 1st March 2022.
3. The bidder should have continuing projects on website development and maintenance of minimum five Govt. Educational institutions. Copies of proof of the projects continuing to be enclosed for necessary verification.
4. The bidder should have executed online admission system for any State/Central Government Universities continuously for three consecutive years.
5. The bidder should have valid up-to-date VAT Clearance Certificate, GST Registration and Income Tax Registration (PAN)
6. The bidder should submit two separate DD as tender cost of Rs.500/- and tender EMD of Rs. 5,000/- from any Nationalized/scheduled bank drawn in favour of "RIE, Bhubaneswar" payable at Bhubaneswar.
7. The bidder should not be black listed by any State/Central Govt. Organizations.
8. The Agency should have full-fledged development center

The response to tender without submission of proof of above points will summarily be rejected without any further communication.

Evaluation Process

The bidders will be scrutinized on the basis of eligibility criteria, technical specification and work experience.

Terms & Conditions

1. The work shall be completed in all respects within 1 month from the date of issue of work order.
2. The authority reserves the right to accept/reject any part of or all the quotations without assigning any reason thereof.
3. Any bid received after the deadline for submission of bids prescribed, will be rejected.

4. Modifications of Bids may be allowed by RIE if any substantial changes have to be made in the scope of work. This option will be available to every Bidder who has submitted Bid.
5. Bids cannot be withdrawn during the interval between its submission of bids and expiry of Bid's validity period.
6. The Purchaser will declare a Bidder ineligible, either indefinitely or for a stated period of time, to be awarded a contract if at any time it is determined that the Bidder has engaged in corrupt and fraudulent practices in competing for or in execution of the contract.
7. SLA (Service Level Agreement) will be signed with the awarded bidder.

Scope of the Work

The scope of work includes planning, requirement-gathering, design, development, testing, delivering and migrating existing contents to the new portal. It also includes regular maintenance and updating of the website. The institution expects that the portal will be delivered on “turn-key-basis” with following features.

- **Web Site Designing (As per guidelines for Indian Govt. Websites (GIGW))**
- **Multi User Content Management System**
- **Website facilitation for blind and low vision visitors**
- **Library website design with contentment system**
- **e-Admission Application for M.Phil Program**
- **Dual Language (Hindi & English) Version of the Website as per GOI guidelines**
- **Device Compatibility**
- **SSL implementation for domain and sub-domain**
- **Website& Application Maintenance and Daily / Routine Updates**
- **Website Content backup management system**
- **Website hosting platform (500GB AWS Dedicated Space) and required bandwidth (10 TB Per Month)**

Website Renovation Features

The portal should accompany a comprehensive content management system to support a variety of users ranging from Administrators to Guests. It should allow the administrator to create user roles and allow the setting up of access rights ranging from entire site to a specific page.

- It should provide for flexibility to modify the design when a major event has to be published.
- Design should be flexible to accommodate new pages.
- Design should allow changing the interface templates for fresh new look as and when required.
- The portal should be based on International standards like W3C standard for HTML, WAI etc.
- It should be compatible to various browsers including IE, Mozilla Firefox, Chrome, Opera etc.
- It should provide secure integration with payment gateway for online payment transactions involved in processes such as admission form, job application, student fees, conference registration etc.
- It should provide online tracking facility for job applicants, students seeking admissions, RTI applicants etc.
- The portal should allow the user to syndicate, aggregate and set up the notification of data
 - using RSS feeds.
- The portal should allow users to share their views, feedback, solutions and suggestions online through feedback form system.
- It should provide a search module for efficient information retrieval.
- The portal should have a direct mailing facility where mails could be sent to different contact persons.
- The website should incorporate necessary security features against hacking and defacement.
- All logins and payments transaction must operate on secure protocols. It should provide support for website security audit.
- The portal should comply fully with the guidelines issued from time to time by the Government of India
- The portal should be disabled-friendly, and should allow for features such as voice enabling, enhancement of font size and incorporate magnifier to all the pages.

Web Site Designing (As per guidelines for Indian Govt. Websites (GIGW))

The website should be properly accessible in all browsers and all resolutions.

- A consistent page layout will be maintained throughout the website.
- Web pages will allow resizing of text without the use of assistive technology.
- There should be adequate contrast between text and background color.
- Alternate text should be provided for non-text elements (e.g. images).
- Captions should be providing for all important audio content.
- All pages on the website should have a link to the home page.
- The positioning and terminology used for navigation items and navigation scheme will be consistent across the website.
- Website has a "search" box or a link to a search page from every page of the website.
- Website should have an up to date Site Map that is linked to the Home page as well as to all important entry pages of the website.
- Bullets/ Icons must should maintain uniformity throughout the website.

Multi User Content Management System

Through a Multi User Content Management System (CMS) the website should be updatable & manageable including the contents, menus, addition/deletion of webpages with various pre-defined templates, events, tenders and notices etc.. CMS should allow for web pages to be updated / edited / deleted / added without having any prior knowledge of programming, scripting etc. Multi User Content Management System should be an advanced version of CMS where multiple administrators can be created for different units and different CMS for all above templates. There will be a master CMS to manage all units and their respective CMS. The vendor must also provide periodic training as and when required to train designated users to manage the CMS when required. The CMS must also contain a module by which a super admin can create users who can manage part or whole of the websites.

Website facilitation for blind and low vision visitors

As per the norms of Dept. of IT, Govt. of India, the website should be accessible to blind & lowvision visitors.

e-Admission Application for M.Phil Program

Online admission application for M.Phil. Courses will be developed and it will hosted with <http://eadmission.riebbs.ac.in> ,it may be live multiple times in a year. Year wise applicant archives will be there for administrative purpose and complete application will develop with content management system to rectify student records. Online payment gateway will be integrated for fee collection, SMS, Email will be integrated for digital notification and Barcode with unique application no will be assigned to each applicant after successfully registration. Each e-admission application may be live multiple times in a year and complete admission process will be online from advertisement publication to student admission and hostel assignments. Online application should be a robust application to handle 10,000 concurrent users from different locations.

Library website design with contentment system

There will be separate website for the library Dept, the existing library website will be renovated with some new features and it will be completely responsive and device compatibility. The existing website can be accessed through <http://library.riebbs.ac.in/>

Dual Language (Hindi & English) Version of the Website as per GOI guidelines

All pages of the website needs to be designed & implemented in dual languages. i.e.,Hindi & English. The Institute will provide contents for both languages. No automatic and/or software based translation for language conversion is allowed. Separate user should be configurable through Multiuser CMS to provide for Institute hindi translator to add translated content of any part of the website. In the absence of the Hindi translation each page to be linked to the English version, i.e., Hindi based website should not be broken with pages missing.

Device Compatibility

Website device compatibility is an approach in web development and design that is geared toward creating sites that provide an efficient and appealing visual experience with text that is easy to navigate without altering the resolution of a display screen.

This capability extends to any device or browser used to view a website, which means the website appearance and layout change according to the size of the display screen.

SSL implementation for domain and sub-domain

The domain and sub-domain must be integrated with SSL technology to secure the website and its contents.

Website & Application Maintenance and Daily / Routine Updates

The vendor shall maintain the existing web site and upgrade it, which includes design, development and content updating as & when required (both in English and Hindi) based on latest technology as per the requirements of the Institute. The updating would include regular up gradation of news, data, reports, tender announcements, recruitment and other relevant information etc., on daily, weekly, fortnightly or monthly basis as may be required. Regular web promotion shall be a part of this activity and shall include activities such as search engine registration and linking to related web sites and home page improvements etc.

Website Content backup management system

There should to backup mechanism for all website and application content backup. The backup process may schedule 2/3 times in a day to make all content secured automatically for security seasons.

Website hosting platform (500GB AWS Dedicated Space) and required bandwidth (10 TB Per Month)

The web portal with e-admission application will be hosted with AWS cloud server for faster accessibility and security purposes. 500GB server space required for both the hosting sites. 400GB will be assigned to the main domain for website content and virtual tour application for media files and 100GB will be assigned for e-admission application.

Administrative Officer

Annexure - 1
Financial Information

Sl. No.	Product/Service Details	Total Price
1	Main Website with following features <ul style="list-style-type: none">• Website Designing as GOI guide line• Multi User Content Management System.• Dual Language (Hindi & English) Version.• Website should include blind and low vision options as GOI guide line.• Device Compatibility	
2	Online Admission Application for M. Phil. Courses	
3	Library website design with contentment system	
4	Three EV SSL Certificate for main website, e-admission application and Library website	
5	Website & applications content backup	
6	One lack transactional SMS	
7	Daily content updates	
8	500GB AWS dedicated server space	
	Total Price	
	Tax	
	Total Bid Price (Including Tax)	

Signature:

Seal of Firm:

Name of Proprietor:

Contact No:

Email ID: