

Government of West Bengal
Urban Development Department
Town and Country Planning Branch
“NAGARAYAN”, DF-8, Sector-I, Bidhannagar
Kolkata-700 064

No. 2856 -T&CP/C-2/1D-1/08

Dated, Kolkata the, 5th November, 2014

ABRIGED NOTICE INVITING TENDER

Sealed Quotation are invited from suitable and experienced ‘IT’ organizations for “Maintenance and Updation of the Departmental website www.wburbandev.gov.in” with DOMAIN name & webspace including deputation of a competent website designer at Urban Development Department for a period of contract for 2 (Two) years.

The portal has already been envisaged to cater information and deliver services that connect people to content via integrated applications based on open source environment. As web portal it should rapidly evolve into a single point of access for e-governance, database of project related information and a host of other services. It should handle among others:

1. Personalized delivery of content:

Giving people the ability to search for digital information (including images, texts, reports, official letters, GOs etc) and applications specific to their preferences (such as contents, font, encoding standards for the portal, as may be prescribed by The Dept of IT, Government of West Bengal).

2. Documentation services:

a) Uploading all letters/ minutes / GOs releasing funds / Budget etc issued by Urban Development Department, Development Authorities & Statutory Bodies etc. in a neat and intelligent manner with search options.

b) Hosting of all manuals and book references in PDF form for archival purposes.

All such manuals / books / and all official data should be uploadable to the website with the help of the user-ids and passwords provided to the authorized personnel within the Department.

This Department now desires to shortlist eligible organizations for carrying out the work on the basis of the understated parameters:

The qualification criteria must include:

- Expertise in using open source software. Must have developed and implemented at least one portal completely under open source environment.
- Experience in development, monitoring and maintenance of portals for at National / State Departments for least 5 years.
- Experience of development of portals/websites for Governments/government undertakings. Such portals/websites must have implemented multi lingual facility.

Documentary evidence on each of the above is required to be given by the firm submitting their Quotation.

The application must include the following information.

1. Profile of the company/ its owners/promoters/chief executives.
2. Copies of the past three years' audited balance sheets of the company, and audited reports including PAN & TAN.
3. List of similar experience in the last three years & testimonials and details of similar solutions provided to other organizations, especially those in the government/public sector.
4. List of ongoing works with supporting documents
5. Clearance certificate of IT,ST,VAT etc / IT Return (Xerox copies) of last three years.
6. The rates (financial quotes) in INR to be charged for the services as stated above inclusive of all charges should be clearly mentioned, with breaks up where necessary.

Other Important Information :

1. Website must be maintained and updated strictly as per the guidelines given by the Department of Information Technology, Govt of West Bengal. (Guidelines can be downloaded from www.itwb.org by clicking on the link named: Guidelines for Websites & Portals of Govt of West Bengal).
2. All other information required in connection with the above mentioned assignment may be obtained from the Assistant Secretary, Urban Development Department, 2nd Floor, Nagarayan, DF-8, Sector-1, Bidhannagar, Kolkata -700064.
3. The Department reserves the right to accept/reject any Quotation, modify the stipulations or cancel the process, without assigning any reason thereof.
4. Prospective bidders may submit their Quotation (on their letterheads) in a sealed cover superscribed as **“QUOTATION FOR SELECTION OF ‘IT’ ORGANIZATIONS FOR MAINTENANCE AND UPDATION OF THE URBAN DEVELOPMENT WEB PORTAL”** latest by **25th November 2014** by 3.00pm at the following address:

**Joint Secretary,
Urban Development Department, 5th Floor,
Nagarayan, DF-8, Sector-1,
Bidhannagar, Kolkata -700064**

5. The Quotation submitted by prospective bidders will be opened by the Joint Secretary of this Department on **25th November 2014** at 4.00 p.m.
6. Shortlisted bidders/agencies on the basis of their Quotation/Technical Qualifications will be subsequently selected for the said assignment.
7. Urban Development Department reserves the right to cancel the tender without assigning any reason at any time.

Sd/- Kasturi Sengupta
Joint Secretary to the
Government of West Bengal

No. 2856/1(8) -T&CP/C-2/1D-1/08

Dated, Kolkata the, 5th November, 2014

Copy for information and necessary action to:

1. The Finance (Audit) Department, Writers' Buildings, Kolkata -1.
2. The Joint Secretary, Department of Information Technology of this Government.
3. The OSD to MIC of this Department.
4. The P.S. to the Principal Secretary of this Department.
5. The Sr. P.A. to the Joint Secretary of this Department
6. This Department's NOTICE BOARD for display.
7. The Assistant Secretary, I & C.A. Department, Nabanna, Howrah. (for display in Departmental website & Notice Board)
8. This E-Governance Cell of this Department (for display in Departmental website).

Kasturi Sengupta