

CSIR-NATIONAL GEOPHYSICAL RESEARCH INSTITUTE		
(Council of Scientific and Industrial Research)		
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No. 44(50)2016-Pur/T-110

November 30, 2016

Expression of Interest (EOI) for Design & Development of Bi-Lingual Website
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Sl. No.	Description of Service	Quantity	Single/ Two bid	Bid Security (EMD)
1	CSIR-National Geophysical Research Institute invites Expression of Interest (EOI) from reputed organizations to design and develop a new website for the institute (http://www.ngri.org.in) with latest modules and tools, as per details given in following pages.	1 No.	Single Bid	INR 30,000

The EOI should accompany EMD as indicated above. **The EOI must reach this office on or before 14.12.2016 – 2.30 P.M. and shall be opened on same day at 3.30 P.M.**

All bids must be accompanied by a bid security as specified above and must be delivered to the above office at the date and time indicated above. The EOIs will be opened in the presence of Bidders' representatives who choose to attend on the specified date and time. In the event of the date specified for bid receipt and opening being declared as a closed holiday for purchaser's office, the due date for submission of bids and opening of bids will be the following working day at the appointed time.

The Director, CSIR-NGRI reserves the right to accept or reject any or EOIs either in part or in full or to split the order without assigning any reasons there for.

(S.GNANAPRAKASAM)
- Controller of Stores & Purchase

IMPORTANT NOTE

Amendment, Corrigendum if any to this tender document, WILL BE HOSTED ONLY IN CSIR-NGRI WEBSITE and no separate Press Notification will be issued. Bidders are advised to visit our website regularly to know such details.

Design and Development of CSIR-NGRI Website

CSIR-National Geophysical Research Institute invites Expression of Interest (EOI) from reputed organizations to design and develop a new website for the institute (<http://www.ngri.org.in>) with latest modules and tools. The institute website will be in Hindi and English. The Eoi should consist of two parts:

- A. Submission of tentative design, technique of development, proposed technology and project management;
- B. Submission of a brief write-up on each of the above aspects for evaluation.

A) The website should fulfill the following criteria.

- Making the website Dynamic with new look & feel.
- Change in banner, graph artwork, formatting & posting of content images
- The website will be interactive in all aspects and will include the menus in interactive manners giving a better user experience
- The layout of the web framework should be responsive, to support dynamic rendering. The design should support cross browser rendering across all prominent operating systems as well as platforms such as desktops, laptops, and mobile devices. Users can open the website on any Smartphone, tab, iPhone and all other phones with the gadget compatibility
- The website should be based on an open source Content Management System, and should have a user-friendly interface to create, update, and upload content. The CMS shall be hosted on a Linux server. Content management at the back end should support hierarchical customizable access control structure.
- The site should support dynamic display and update of contents in the relevant pages.
- Home pages of all departments and staff members of the institute should have a uniform design.
- Home pages of divisions, units, and individuals should be organized in a hierarchical structure.
- The site should include pages for careers, tenders, events, sitemap, search, announcements, profiles of staff, hit-counter for each page etc. Automatic archiving facility must be provided on expiry of event/tender/announcement/career opening etc.
- The website should have a section accessible only to permanent employees on authentication. This section should provide facilities for downloading / uploading and updating information of their profiles, Division/Section information, accessing circulars, notifications and viewing events etc.

- The site should have a site-search facility, that searches pdfs, docs, images, text and also permits searching for staff by name, designation, division etc
- Integrate Social Media icons and link it with the respective pages
- The Proposal includes conversion of all existing pages of current website into the new one including Hindi.
- The administration page shall be made available through web login with proper authentication which controls all the above features including backup/recovery/access control settings, user creation, publishing/creating pages, change of menus, design/change of template etc.
- Entire work needs to be completed by the vendor within the specified time limit given by NGRI.

B) Minimum eligibility conditions for the organization intending to participate in the development process:

- The vendor should have either ISO 9001:2008 for Software Development/Software Maintenance or ISO 27000 or CMMI Level 3 Certification.
- The agency/firm should have an annual turnover of Rs. 50 lakhs or more for each of the last five years.
- The agency/firm should have a minimum of 5 years of experience in website development.
- The agency/firm should have past experience developing and designing professional and creative websites for at least 5 reputed clients one of which must be to a PSU/GOI institute/Organization and remaining similar to GOI Institutes over the last 5 years (documentary evidence will be required).
- 3 Years experience in creating and maintaining websites in Hindi is a must.
- Awareness of the latest smart technologies for website development is required.
- Should not have been be blacklisted by any Central /State Government / Public sector Undertaking, Govt. of India.
- Should not be involved in any major litigation that may have an impact of affecting or compromising the delivery of services as required under this expression of interest and in the execution of this contract,

For Technical related queries may contact Sh. Kalyan Netti, Sr.Scientist, 040-27012341

C) Evaluation criteria:

The bids submitted by firms would be examined by the NGRI. The application should contain a brief synopsis of the proposal. A brief report on 3 top websites (one of which shall be GOI/PSU which the applicant might have created and/or maintained must be enclosed (including the screenshot of the websites).

The bids will be shortlisted based on applicant's performance against various parameters stated in the eligibility criteria of the EOI document and the structure / synopsis of the website proposal. **If need be, the bidders may be make detailed presentation of their proposal/EOI.** The decision of the NGRI in this regard would be firm and final.

Post submission of EOI after short listing as above, a detailed tender for website development will be floated by the institute, under 2 Part Tendering System (Technical and Financial Bids) The technical bid and financial bid will be evaluated by the institute as per rules. EOIs or bids submitted by a consortium will not be entertained. The decision of the institute in evaluation will be final and binding.

D) Others:

NGRI reserves the right to accept or reject any proposal and to annul the EOI process and reject all proposals at any time, without thereby incurring any liability to the affected Agency or Agencies, or any obligation to inform the affected Agency or Agencies of the grounds for its action

E) Timelines for supply:

Approximate expected delivery time is 10 weeks for study and analysis, design, development, install, testing, training and commissioning plus two weeks of live operation followed by 1 year warranty.

F) EMD

The bids shall be accompanied by Earnest Money Deposit of Rs.30,000 (INR Thirty thousand only) drawn by means of Demand Draft in favour of Director, CSIR-NGRI, Hyderabad