

OFFICE OF THE MUNICIPAL COUNCIL:-BRAJRAJNAGAR

No. 3178 /Dt. 20.09.19  
Quotation Call Notice

**Notice inviting Tender for Website Design & Development**

Sealed tender offers are invited in sealed cover under two bid systems from the eligible vender/Firm/agency for providing the following services.

**Website Design & Development for Brajragnagar Municipality (Housing and Urban development Department, Govt. of Odisha)**

Executive Officer, Brajragnagar Municipality invites offer for the work proposed for the "Website Design & Development for Brajragnagar Municipality" under two bid systems i.e. one sealed envelope containing Technical bid and Second envelope containing financial bid. The sealed envelope containing the quotation shall be superscribed "tender for Website Design & Development for Brajragnagar Municipality". Please ensure that your quotation reaches Brajragnagar Municipality not later than **04.10.2019 at 5.00 P.M.** at Executive Officer, Brajragnagar Municipality, Brajragnagar Dist-Jharsuguda Odisha, Pin-768216

Tender documents can be downloading from [www.ulbodisha.gov.in](http://www.ulbodisha.gov.in)  
And District Portal of [www.Jharsuguda.nic.in](http://www.Jharsuguda.nic.in)

Mety  
20/09/19  
Executive Officer  
Brajragnagar Municipality

Memo No. 3179 / Date. 20.09.19

Copy submitted to Deputy Secretary to Government, Housing and Urban Development Department, Bhubaneswar for favour of kind information.

Mety  
20/09/19  
Executive Officer  
Brajragnagar Municipality

Memo No. 3180 / Date. 20.09.19

Copy submitted PA to Collector & DM, Jharsuguda / PD, DRDA Cum PD, DUDA of Jharsuguda for favour of kind information & with a request to display this notice in his office notice board for wide circulation.

Mety  
20/09/19  
Executive Officer  
Brajragnagar Municipality

Memo No. 3181 / Date. 20.9.19

Copy forwarded to the Sub-Collector, Jharsuguda for favour of kind information & with a request to display this notice in their respective office notice board for wide circulation.

Mety  
20/09/19  
Executive Officer  
Brajragnagar Municipality

Memorandum - 3182 / date - 20.09.19

Copy to the Office Notice Board for public information.

*Abhi*  
20/09/19  
Executive Officer  
Brajrajnagar Municipality

Memo No. 3183 / Date. 20.09.19

Copy forwarded to the DIO, NIC, Jharsuguda for information & with a request to upload the same in the district website / The Project Manager, TCS, e-Municipality Project with a request to upload the same in the <https://www.ulbodisha.gov.in> web portal of Brajrajnagar Municipality

*Abhi*  
20/09/19  
Executive Officer  
Brajrajnagar Municipality

Memo No. 3184 / Date. 20.9.19

Copy forwarded to the Advertising Manager the Sambad/ Samaj (Odiya Daily) to publish the following matter on or before **24.09.2019** in their news paper for one day as per I & PR rate & submit one copy of publication in for reference & copy in duplicate along with the bill within 7 days for payment.

*Abhi*  
20/09/19  
Executive Officer  
Brajrajnagar Municipality

**Tender Schedule:**

Tender Reference	No: /NAC, MIS Dt.
Name of the work	website Design and Development for Brajrajnagar Municipality
Last Date and time for receipt of Tender offers	04.10..2019 at 5.00 PM
Time and Date of Opening Tender offers	10.10.2019 at 11.00 AM
Place of Opening Tender offers	Brajrajnagar Municipality
Address for document submitted	Executive Officer, Brajrajnagar Municipality At/Po/Ps-Brajrajnagar ,Dist-Jharsuguda,State-Odisha, Pin-768216 Ph: 06645-242075
EMD	Rs.10,000/- (DD / Term Deposit in Nationalize Bank in favour of Executive Officer, Brajrajnagar Municipality payable at Brajrajnagar )

**A**

1. The website must be designed as per GIGW guideline.
2. Scope of work /details specification for Website Design & Development for Brajrajnagar Municipality Search engine optimized web design.
3. Display of various activities of Brajrajnagar Municipality, uploading Tender, Notice, Minutes of meeting, etc.
4. Development using Current technology available including PHP, Java, SQL Server and XML to develop efficient application.
5. The website should be compatible with the present browser available like, IE < Firefox, Chrome and various monitor sizes, LCD screens etc.
6. Facility to upload PDF files and pictures to these records.
7. User can download these file via the websites.
8. Facility to add/Edit/Delete Download information to the web database.
9. The entire website should be dynamic in nature with a CMS (Content Management System). The content management infrastructure should give the flexibility to modify the design.
10. Successful bidder will have to validate the design from Brajrajnagar Municipality before finalization.
11. The Design, development, database design should make the portal with professional look user friendly.
12. Main navigation panel, Administrator can Add/Edit/Delete menu, which will change of navigation.
13. News & events update latest news and events will appear on home page with read more link after clicking on this, all details will appears.
14. Archive: An archive for all the uploaded news /Events /Meetings /Photos /documents/Tenders/Advertisements etc
15. Linked to e-municipality
16. Contact Us: A contact us with email, telephone numbers, address, etc.

### **Maintenance Support:**

17. The website module should have free support/facilitation for a period of 12 months from the date of commissioning of the website.

### **B. General Terms & Conditions:**

1. Submission of Quotation: All quotation must be forwarded in sealed cover addressed to the Executive Officer, Brajrajnagar Municipality , so as to reach within the specified period.
2. Executive Officer reserved to right to postponed and /or extend the date of receipt of tender or to withdraw the tender notice without assigning any reason thereof, in such an event bidder shall not entitled to any compensation, in any form whatsoever.
3. Terms and conditions described in the Brajrajnagar Municipality shall be binding on all bidding agencies.
4. All entries in the tender form should be legible and filled clearly. If the space for furnishing information is insufficient, a separate sheet duly signed by the authorized signature may be attached.
5. Each page of this tender documents should be signed by the bidder or by the authorized signatories with seal of the agency and required to be enclosed with the bid signing each page of the documents will be implied as its acceptance in unequivocal manner with clear understanding and interpretation.
6. The agency shall not be allowed to transfer, assign, pledge or sub-contracts its right and liabilities under the contract to any other agency without the prior written consent of the Brajrajnagar Municipality.
7. Opening of the quotation: Quotation will be opened at Council Hall of Brajrajnagar Municipality the time on the date indicated on the tender form. Quotation will be opened in the presence of representative of bidder if they choose to attend the same.
8. Income tax clearance: Current Income Tax and Service Tax / GST return must be enclosed with the bid submission of PAN, GST Xerox copy of PAN card and GST certificate is must.
9. Payment terms: fees will be given after successful development of the website.
10. Selection of successful bidder: The agency /Firm shall satisfy the pre-qualification criteria and technical criteria. Thereafter, the lowest bidder among the technically qualified bidder would be selected. Contract value shall be the basis for determination of L1. Service taxes shall be payable as per rules.
11. Rejection of offer:- Brajrajnagar Municipality, reserve the right to ignore or reject any offer including the lowest without assigning any reason. The Municipality Brajrajnagar not binding itself to accept the lowest offer.

12. Dispute: In case of dispute, the matter shall be settled mutually failing which the decision of the committee. Brajrjnagar Municipality shall be final and binding on the bidders.
13. In case the intended dates for opening of tenders is declared a holiday, the tender will be opened on the next working day.

**C. Technical Bid (to be placed in a separate sealed envelope)**

The agencies are required to enclosed photocopies of following documents along with the bid, falling which their bids be summarily /out right rejected and will not be considered any further:

1. Name of the Agency
2. Profile of agency
3. Name of the Proprietor/Director of agency
4. Full address of registered office, Telephone No, Email address.
5. Registration Certificate of the Agency under State/Central Govt.
6. Copy of PAN Card of agency
7. Copy of IT return as filed by the agency for the last two financial Years.
8. Copies for the contact awarded by the Central or State Govt. for website design/Development .(At least two)
9. Experience:- The bidder should have minimum experience of 2 years of website design and development.
10. The agency should have a prior experience in developing websites for minimum value of Rs.1,00,000/- (Rupees One Lakh and above).

**D. Financial Bid: (to be placed in a separate sealed envelope)**

Contract Value in rupees  
Taxes / GST as applicable

**Last date for submission of sealed Bids: 04/10/2019 at 5.00 P.M.**