



भा.कृ.अ.प.—केन्द्रीय भेड़ एवं ऊन अनुसंधान संस्थान

अविकानगर, तह0 मालपुरा, जिला-टोंक (राजस्थान) – 304501

ICAR-Central Sheep & Wool Research Institute
Avikanagar, Teh.Malpura, Dist.Tonk (Rajasthan) – 304501

दूरभाष : 01437-220177
फैक्सनं. 91-01437-220163



F.No. 2(123)SP/2021

Dated: 22.05.2021

TENDER NOTICE

On behalf of Secretary, ICAR the Director, CSWRI, Avikanagar invites online bids in two bid system for **Revamping, redesigning and maintenance of the ICAR-CSWRI website** from reputed firms and their Authorized Dealers, Indian Agent on behalf of their foreign principals. Manual bids shall not be entertained.

Tender documents may be downloaded from e-Procurement website of CPP <https://eprocure.gov.in/> and www.cswri.res.in as per the schedule as given in CRITICAL DATE SHEET as under:

CRITICAL DATE SHEET

Tender No.	2(123)SP/2021
Date and Time for issue/Publishing	22.05.2021 at 5.00 PM
Document Download/Sale start date and time	23.05.2021 at 11.00 AM
Bid Submission Start Date and Time	23.05.2021 at 3.00 PM
Bid Submission End Date and Time	14.06.2021 at 3.00 PM
Date and Time for Opening of Bids	15.06.2021 at 11.00 AM
Tender fee and Earnest money Security money	Tender fee – Rs.1000/- EMD- Bid Securing Declaration Form Performance Security money – 3 % of the value of the contract
Bank detail	ICAR UNIT -CSWRI, Avikanagar payable at SBI, MalpuraTonk Rajasthan Account No. 51066000084 IFSC Code – SBIN0031088
Address for Communication	Administrative Officer (S&P), C.S.W.R.I., Avikanagar, Malpura, Distt. Tonk, Rajasthan Pin- 304501

Chapter I- Instructions to bidders

- Bids shall be submitted online only at CPPP website:** <https://eprocure.gov.in/eprocure/app>.
- Tenders/bidders are requested to visit the website <https://eprocure.gov.in> regularly. Any changes/modifications in tender enquiry will be intimated by corrigendum through this website only.
- In case, any holiday is declared by the Government on the day of opening, the tenders will be opened on the next working day at the same time. The Institute reserves the right to accept or reject any or all the tenders.
- The complete bidding process is online. Bidders should be in possession of valid Digital Signature Certificate (DSC) of class II or III for online submission of bids. Prior to bidding DSC needs to be registered on the website mentioned above. For any assistance for e-bidding process, if required, bidder may contact the helpdesk at 01437-220177.
- Tenderer/Contractor/Bidders are advised to follow the instructions provided in the 'Instructions to the Contractors/Tenderer/Bidders for the e-submission of the bids online**

through the Central Public Procurement Portal for e-procurement at <https://eprocure.gov.in/eprocure/app>.

6. Bid documents may be scanned with 100 dpi with a black and white option which helps in reducing size of the scanned document.
7. **Tender Cost:** The interested Firms [except those who are registered with the Central Purchase Organization & National Small Industries Corporation (valid proof regarding exemption should be enclosed mandatorily)] are required to deposit (in original) **Tender Fee of Rs.1000/-** (Non-refundable) through of **NEFT/ RTGS/ Demand Draft** prepared in favour of **ICAR UNIT – CSWRI, Avikanagar payable at SBI, MALPURA may be addressed to the Assistant Administrative Officer(P), C.S.W.R.I., Avikanagar, Malpura, Distt. Tonk, Rajasthan Pin- 304501** on or before bid opening date and time as mentioned in the Critical Date Sheet. **Account number. 51066000084 and IFSC Code – SBIN0031088.**
8. **EMD Payment:** The bidder shall be required to submit the Bid Securing Declaration (Annexure VI) instead of Earnest Money Deposit (EMD). If bidders withdraw or modify their bids during the period of validity, or if they are awarded the contract and they fail to sign the contract, or to submit a performance security before the deadline defined in the request for bids/request for proposals document, they will be suspended for the period of time specified in the request for bids/request for proposals document from being eligible to submit Bids/Proposals for contracts with the Procuring Entity.
9. **The Hard Copy of the original document in respect of cost of tender document etc. must be delivered to the ICAR-CSWRI, Avikanagar on or before last date/time of Bid Submission as mentioned above. The bid without tender fee will be summarily rejected.**
10. **Submission of Tender:** The tender shall be submitted online in two-part, viz., technical bid and financial bid. All the pages of bid being submitted must be signed and sequentially numbered by the bidder irrespective of nature of content of the documents before uploading.

The offers submitted by Telegram/Fax/Email shall not be considered. No correspondence will be entertained in this matter.

11. The successful firm shall have to complete the work (from the date of confirmed supply order) within 45 days or as mentioned in the supply order and if the work is not completed in time then firm will be suspended for the period of time specified in the request for bids/request for proposals document from being eligible to submit Bids/Proposals for contracts with the Procuring Entity. The rates quoted shall be valid for 180 days from the date of opening of tender.
12. The bidders or his representative may contact the undersigned at Tel No.01437-220177 for any further clarification on any working day between 9.30 AM to 5.00 PM. No variation in terms of quality of the work shall be entertained or the firm will be suspended for the period of time specified in the request for bids/request for proposals document from being eligible to submit Bids/Proposals for contracts with the Procuring Entity.
13. Merely quoting of lowest rates does not mean that order shall be given to that firm. The competent authority will finally decide on the basis of quality & performance of past installations.
14. The Institute is exempted from payment of excise duty/Custom duty. Hence, excise duty/custom will not be paid to the firm.
15. Bidders need not be come at the time of Technical as well as financial bid opening at ICAR-CSWRI, Avikanagar. They can view live bid opening after login on CPP e-Procurement Portal at their remote end, If a bidder wants to join bid opening event at ICAR-CSWRI, Avikanagar, then they have to come with bid acknowledgement slip that generates after successful submission of online bid.
16. **Technical Bid:** The following scanned documents are to be furnished by the bidders along with Technical Bid as per the tender document:
 1. Scanned copy of valid relevant Firm Registration certificate
 2. Scanned copy of Pan Card and GST No.
 3. Scanned copy of latest ITR
 4. Scanned copy of User list/purchase order of similar work completed in past

5. Scanned copy of D.D. of Tender Fee & Bid Securing Declaration Form(as per Annexure- VI).
 6. Scanned copy of Tender acceptance letter (as per Annexure I)
 7. Technical Information - (as per Annexure-II)
 8. Scanned copy of Price justification (as per Annexure-III)
 9. Scanned copy of No Deviation Certificate - (as per Annexure-IV)
 10. Scanned copy of the non-blacklisting certificate (as per Annexure V)
- 17. Price Bid:** Price to be quoted for Destination CSWRI, Avikanagar including all taxes, levies, installation/training etc. in the attached BOQ in xls. format only. No other price schedule in any other format will be entertained.

All necessary documents in support of the details for S.No. 1 to 10 must accompany the technical bid. The bid is liable to be rejected in case documents are not uploaded in the technical bid on CPP Portal, documents are incomplete or in case any certification/registration has already expired but is yet to be renewed. Only essential and necessary valid documents are to be uploaded in the technical bid. Please avoid uploading extraneous and irrelevant documents which unnecessary cause confusion.

Assistant Administrative Officer

Chapter-II-Condition of Contract

GENERAL TERMS & CONDITIONS

Sub. : Tender for **Revamping, redesigning and maintenance of the ICAR-CSWRI website at ICAR-CSWRI, Avikanagar** Regarding.

1. **WORK DETAILS** – The tenders are invited website re-designing of ICAR-CSWRI website. The quantity wise details are as under.

Sr.	File No.	Name of items	Estimated Cost (Rs. in lakhs)	Qty	EMD (Rs. in lakh)	Last date & time for submitting of tender	Date & time for opening Of tender
1.	2(123)SP/2021	Revamping, Re-designing and maintenance of ICAR-CSWRI website	6.00	01	Bid Securing Declaration	14.06.2021 3.00 PM	15.06.2021 11:00 AM

2. **DOCUMENTS COMPRISING THE BID:** The bids prepared by the bidder shall comprise of (1) Technical Bid and (2) Financial Bid:

(1) **Technical Bid:** - To qualify in the Technical Bid the firm should have the minimum eligibility criteria as under and the firm in this regard must submit the following documents in support of their eligibility criteria:

- a. Scanned copy of valid relevant Firm Registration certificate
- b. Scanned copy of Pan Card and GST No.
- c. Scanned copy of latest ITR
- d. Scanned copy of User list/purchase order of similar work completed in past
- e. Scanned copy of D.D. of Tender Fee & Bid Securing Declaration Form(as per Annexure- VI).
- f. Scanned copy of Tender acceptance letter (as per Annexure I)
- g. Technical Information - (as per Annexure-II)
- h. Scanned copy of Price justification (as per Annexure-III)
- i. Scanned copy of No Deviation Certificate - (as per Annexure-IV)
- j. Scanned copy of the non-blacklisting certificate (as per Annexure V)

(2)**Financial Bid:** The financial bid shall contain:

- (a) Price Bid Form– Price must be quoted in BOQ sheet as per format specified, failing which tender shall be summarily rejected.

3. **Completion of Work:**

- i) SITE : At CSWRI, Avikanagar
- ii) Period for work: Immediately or as per issue supply order.
- iii) Terms of Inspection by the purchaser's representative: at CSWRI, Avikanagar after completion of work

4. **Price structure:**

- a. The Firm should quote the price as per the work requirement in Rupees for ICAR-CSWRI, Avikanagar.
- b. The Firm should quote rate in Rupees including all taxes and levies.

5. **Completion of Work & Terms of payment:**

- a. Payment term for completion of work : Immediately, after the work completed and the purchaser verified the successful completion of work. If the work also need installation and commissioning, the purchaser will issue acceptance certificate within two working days, after

successful erection installation and commissioning. The Firm will then send its invoice along with the purchaser's acceptance certificate and other accompanying documents to the paying authority for payment.

The paying authority will release the full payment to the Firm as due in terms of the contract, within 30 days of receipt of Firm's invoice purchaser's receipt certificate and other accompanying documents, provided the same are in order.

While claiming reimbursement for GST, the Firm shall furnish following certificate duly dated and signed, on its bill

“Certified that the goods on which Tax has been charged have not been exempted under the CGST Act or SGST Act or the rules made there under and the charges on account of GST on these goods are correct under the provisions of that Act or the Rules made there under.

“Certified further that we are registered as dealers for the purpose of GST in the State of _____ under registration number _____. We further confirm that the amount of GST shown in the bill against this contract is correct in terms of above proviso”.

6. **Paying Authority:** Director/Finance & Accounts Officer ,
ICAR-Central Sheep & Wool Research Institute, Avikanagar
Tehsil Malpura, Distt. Tonk 304 501 (Rajasthan)
7. **Liquidated Damage Clause:** If any time during the performance of contract, the firm encounters conditions hindering timely completion of work, the firm shall promptly inform the purchaser in writing the fact of the delay and likely duration of the same. After receipt of Firm's communication, the purchaser shall decide as to whether to cancel the contract for the un-supplied portion after the existing delivery period, or to extend the delivery period suitably by issuing an amendment to the contract. If the Firm fails to complete the work or perform the services within the contractual delivery period for reasons other than circumstances beyond Firm's control (which will be determined by the purchaser) and the purchaser extends the work period, the purchaser will also deduct from the contract price, as liquidated damages, a sum equivalent to 0.5% (half per cent) of the price of the delayed work or unperformed services for each week of delay or part thereof until actual work completed. The maximum limit of such deduction will, however, be 10% (ten percent) of the contract price.

Further, during such delayed period of work or performance, the Firm shall not be entitled to any increase in price and cost, whatsoever, on any ground. However, the purchaser shall be entitled to the benefit of any decrease in price and cost on any ground, whatsoever, of the goods & services, supplied during the period of delay.

The purchaser's letter (to the Firm, with copies endorsed to other concerned) extending the work completion period will be subject to the above conditions.
8. **Performance Security Money:** Performance security will be refunded only after six month of successful completion of contract/warranty and no interest on security and earnest money deposit shall be paid by the Institute to the tenderer.
9. **Dispute Resolution Mechanism:** If any dispute or difference arises between the purchase and Firm relating to any matter connected with the contract, the parties shall make every effort to resolve the same amicably by mutual discussion. However, if the parties fail to resolve the dispute or difference by such mutual discussion within 30 days, either the purchaser or the Firm may give notice to the other party of its intention to refer the same to arbitration. The arbitration shall commence thereafter. The arbitration shall be conducted by a sole arbitrator, who will be appointed by the Secretary, ICAR/Director CSWRI and the procedure to be followed in this respect will be as per the Indian Arbitration and Conciliation Act 1996. The venue of the arbitration shall be the place (CSWRI, Avikanagar), from where the contract is issued.
10. **SIGNING OF TENDER:**

- (a) The tender is liable to be ignored if complete information is not given therein or the particulars and date, if any, asked for in the schedule to the tender are not fully filled in. Specific attention must be paid to work period and also to the general condition of the contract would be governed by them.
- (b) Individual signing the tender or other documents connected with the contract must specify whether he sign as:
- (i) A sole proprietor of the firm or constituted attorney of such sole proprietor.
 - (ii) A partner of the firm if it be a partnership, in which case he must have authority to refer to arbitration dispute concerning the business of the partnership either by virtue of the partnership agreement or a power of attorney.
 - (iii) Constituted attorney of the firm if it is a company.
11. **OPENING OF TENDERS:** Bidders need not come at the time of Technical as well as financial bid opening at ICAR-CSWRI, Avikanagar. They can view live bid opening after login on CPP e-Procurement Portal at their remote end. If bidder wants to join bid opening event at ICAR-CSWRI, Avikanagar then they have to come with bid acknowledge slip that generates after successfully submission of online bid.
12. **RIGHT OF ACCEPTANCE:** This office does not pledge itself to accept the Lowest one (L-1) or any tender and reserves itself the right of accepting the whole or any part of the tender or portion of the quantity offered and you shall supply the same at the discount quoted. You are at liberty to tender for the whole or any portion or the state in the tender that the rate quoted applies only if the entire quantity is taken from you.
13. **You are also required to fulfil the following conditions and furnish the details as indicated in subsequent paragraphs.**
- a) The bidder shall preferably be registered by Government Department / organization / Society (registered under established relevant central Acts) or those who have served in any Government Department / organization.
 - b) The bidder should have completed from start to finish at least one single work of website design and development in the last three financial years (i.e. Current year and three previous financial years). The bidder is required to submit detailed report of similar work done and proof of payments received for that.
 - c) The agency should have proven expertise in System Study, Design, Development, Implementation and Maintenance of Website / Web Portal / Web enabled application using latest available technologies i.e. given in the technical section.
 - d) As per AMC, the bidder shall have to provide services required at **Institute's current location i.e. Avikanagar**
 - e) The firm may enclose sufficient supporting documents regarding their experience in execution of work order specifically on development and maintenance of website(s) in different modes.
 - f) The website will be under **warranty period of five year** after the date of successful launching. The successful bidder shall give and undertaking for running the website for the warranty period of five year (any work related to data input and data update work will be done by the ICAR-CSWRI).
 - g) The Director, ICAR-CSWRI, Avikanagar reserves the right to amend / append any requirement during the period of the project.
 - h) Please furnish a certified copy of your latest ITCC(Income Tax Clearance Certificate)
 - i) Please state whether business dealing with you presently stand banned by any Govt. organization, and, if so, furnish relevant details.
 - j) A Firm shall not submit more than one quotation for the same set of goods.
 - k) A Firm shall at all times indemnify the purchaser, at no cost to the purchaser, against all third party claims of infringement of patent, trademark or industrial design rights arising from the use of the goods or any part thereof, with respect to the goods quoted by the Firm in its offer.

- l) The quotation(s) as well as the contract shall be written in English language. All the correspondence and other documents pertaining to the quotation(s) and the contract which the parties exchange shall also be written in English.
 - m) The quotation and all correspondence and documents relating to the quotation exchanged between the bidder and the purchaser may also be written in Hindi Language provided that the same is accompanied by and English translation, in which case, for the purpose of interpretation of the quotation, the English translation shall govern.
 - n) The contract shall be governed by the laws of India and interpreted in accordance with such laws.
 - o) The quotation/offer shall remain valid for acceptance for a period not less than 180 days after the specified date of opening of the offers.
18. The purchaser will evaluate and compare the quotations which are substantially responsive i.e. which are properly prepared & signed and meet the required terms, conditions, specification, documents etc. The purchaser will award the contract to the tenderer whose quotation will be determined to be responsive and offering the best evaluated price.
 19. Notwithstanding the above, the purchaser reserves the right to accept or reject any quotation or annual tendering process and reject all quotations at any time prior to award of the contract, without assigning any reason, whatsoever, and without incurring any liability or obligation, whatsoever, to the affected tenderer or tenderers.
 20. In case the tenderer wants to furnish in a separate covering letter any additional information/particulars of quoted conditions (e.g. those relating to allowance, discount and rebate etc.) which cannot be accommodated in the tender form by means of a note. Indication to the effect must be mentioned in the tender form. In the absence of such indication in the tender form, the contents of the covering letter will be ignored in consideration of tender.
 21. The rate for the items required in accordance to the specifications mentioned in the tenders will only be considered otherwise the same will be rejected.
 22. Please submit your quotation accordingly. Your price quotation may be furnished in the format of price bid in BOQ only.
 23. GFR 2017, Procurement Manual and any subsequent notification of Govt. of India will be applicable on the tenders.
 25. **In order to make e payment the following information is required to be depicted in the letter:**
 1. Name of the Organization/Firm/Contractor with full address.
 2. Name of Bank, Branch Code with full address
 3. Account Number & Type of Account.
 4. IFSC Code (Indian Financial System Code)

Assistant Administrative Officer

INSTRUCTIONS TO BIDDERS/TENDERS

1. Purchaser : The Director, ICAR-Central Sheep & Wool Research Institute, Avikanagar (Malpura) Distt. Tonk (Rajasthan) 304 501
2. Store are required by (date to be indicated) : Immediately
3. Consignee : The Director, ICAR-Central Sheep & Wool Research Institute, Avikanagar Tehsil Malpura Distt. Tonk (Raj.)

4. In case the tenderer wants to furnish in a separate covering letter any additional information/particulars of quoted conditions (e.g. those relating to allowance, discount and rebate etc), which cannot be accommodated in the tender form by means of a note. Indication to the effect must be mention in the tender form, in the absence of such indication in the tender form the contents of the covering letter will be ignored in consideration of tender.

5. Firm should not that it is desired that their offer should remain open for acceptance for 180 days from the date of opening the tender. If the firms are unable to keep their offers open for the specified period they should specifically state in the tenders to remain open for acceptance for the period as specified in the schedule to Tender.

6. The completion of work will have to be completed within 30 days from the receipt of the acceptance of tender failing which it will be presumed that the tenderer is not interested in completing the contract and the order will automatically stand cancelled and security money deposited will be forfeited.

7. TENDERERS MUST GIVE SPECIFIC ANSWERS AGAINST EACH OF THE FOLLOWING QUESTIONS. TENDERS CONTAINING EQUIVOCAL OR EVASIVE REPLIES WILL BE IGNORED.

8. Business name and constitution of tendering firm:

Is the firm registered under

(i) The Indian Companies Act., 1896.

(ii) The Indian Partnership Act, 1932. (Please give the names of partners)

Any other (Please specify):

9. Do you agree the Arbitration clause stipulated? Your acceptance or non-acceptance of this clause will not influence the decision of the tender. It should however, be noted that an omission to answer the above question will be deemed as an acceptance to this clause.

FOR PARTNERSHIP FIRM WHETHER REGISTERED OR NOT REGISTERED UNDER INDIAN PARTNERSHIP ACT, 1932.

Should the answer to this question by a partnership firm be in the affirmative, please state further:

10. (a) Whether by the partnership agreement, authority to refer disputes concerning the business of Partnership to arbitration has been conferred to the partner who has signed the tender?
(b) If the answer to (a) is in the negative whether there is any general power of attorney executed by all the partners of the firm authorizing the partner who has signed the tender to refer disputes concerning business of the partnership to arbitration.
(c) If the answer to either (a) or (b) is in the affirmative, have you already furnished a copy of either the partnership agreement or the general power of attorney as the case may be to I.C.A.R./ Institute/ Lab./ Centre/ Station. Please quote reference to the communication by which this was done.

N.B. 1. If a copy of neither the partnership agreement nor the general power for attorney has previously been furnished to the ICAR Institute/ Lab./ Centre/ Station, please attach to tender a copy of either document on which reliance is placed for authority of partners or the partner signing the tender or refer disputes of arbitration. The copy should be attested by the **Notary Public** or it's execution should be admitted by affidavit on a properly stamped paper by all the partners.

2. Where authority to refer disputed to arbitration has not been given to the partner signing the tender, the tender must be signed by every partner of the firm.

11. Whether Earnest Money has been deposited? If so details thereof date and amount deposited should be quoted.

Note: Clause not required in a particular tender should be scored out duly authenticated before assuring the tender documents to the intending tenderers.

12. **GENERAL:** Tenderers should furnish a clear declaration as following:

I/We declare that I am/We are

- (i) Manufactures
- (ii) Manufacturer's authorized agents
- (iii) Holders in stocks of the stores tendered for
(Strike out what is not applicable)

13. **CONDITIONS OF CONTRACT:** Printed or cyclostyled or such terms and conditions of tendering firms not appearing in the body of the tender will not be considered as forming part of their tender. Tendering firms should quote on the basis of the conditions referred to in para I of the Invitation to Tender and Instructions to Tenderers. In case any terms and conditions of contract applicable to this Invitation to Tender are not acceptable to the tendering Firms they should specifically state deviation there from in the body of their tender.

14. **DEVIATION FROM SPECIFICATION:** It is in the interest of the tenderers to study the specification/drawing etc. specified in the tender schedule thoroughly before quoting so that if any deviations are made by the tenderers the same are prominently brought out in the body of their tender.

15. **PRICE:**

- a. The Firm should quote the agreed rate of revamping, redesigning and maintenance of ICAR-CSWRI Website
- b. The Firm should quote rate in Rupees with all the taxes levied.

16. **PAYMENT TERMS:** The standard terms of payment as embodied in the General Conditions of contract and or special conditions of contract will apply and no relation will be possible. The payment term on bill basis is generally accepted and the payment of contractor bill will be made within reasonable time say 30 days after receipt of material in good condition and as per specification. No payment will be made for unsatisfactory work.

17. **ADDITIONAL PARTICULARS TO BE FURNISHED BY THE TENDERER:** Tenderers shall submit along with their tenders:

- (i) An Income Tax Clearance and G.S.T. Certificate (duly countersigned by the Income Tax Officer of the circle concerned under the seal of his office.
- (ii) Name and full address of their Banker.
- (iii) The equipment they possess for the manufacture of the stores and quality control details.
- (iv) Copy of any other license/certificate required the law relating to concern subject.

NOTE: Tender not containing the above particulars are liable to be ignored.

18. **JURISDICTION:** All question, disputes or differences under, out of or in connection with the contract, if concluded shall be subject to the exclusive jurisdiction of the Court within the local limits of whole jurisdiction the place from which the acceptance of tender is issued is situated.

**Signature of Tenderer &
Address**

Phone/Mobile No.

Technical Specification for Revamping, Re-designing and Maintenance of ICAR-CSWRI Website

A. Outline of work

1. ICAR- CSWRI intends to redesign the existing www.cswri.res.in in bilingual (English & Hindi) along with dynamic and responsive design, address security issues, manageability of content in compliance with Guidelines for Indian Government Websites (GIGW).
2. Creation of static and dynamic webpages.
3. Managing data through Content Management System. Addition of content approximately 250 pages (100 static and 150 dynamic pages) to be added as and when required.
4. Imparting training to the Institute's staff for content upload. Five year (05) maintenance including time- to- time rectification of errors, addition & updating the contents in the website.

A. Detailed scheme of work

The following Detailed Conditions of Contract shall supplement the General Conditions of Contract, whenever there is conflict provisions herein shall prevail over those in the General Conditions of Contract.

1. Website must reflect the essence of ICAR- CSWRI with a pleasant, magnificent and professional design. The design of website should have an impression of a scientific institution. Ease of usability of the site by the visitors to achieve the objective of user satisfaction/delight.
2. Successful Bidder will have to provide different layout options for homepage and internal pages (minimum 3 options to be provided). The options provided must be clearly distinct from each other and should not be a modified version of other options provided.
3. Bidder should come up with unique, out –of- the- box options distinct from existing website layouts in the market/competition. ICAR-CSWRI will decide which option to take forward along with necessary modifications, if required any.
4. Number of iterations for modifications can be unlimited until ICAR-CSWRI complete satisfaction. If ICAR-CSWRI doesn't like the design/layout/template and other UI/UX features provided by vendor, then ICAR-CSWRI, at its sole discretion, will provide the design/layout/template to the vendor and vendor will have to incorporate these and implement it in the website without any objection.
5. It should be ensured that the website comply with the 'Guidelines for Indian Government Websites (GIGW)' <http://guidelines.gov.in/> in full along with mobile/tablet compatibility. Website should be mobile, tablet and similar device compatible (mobile first strategy to be adopted). Website should also be in compliance with W3C and IPv6.
6. Design should be such that pages are not cluttered. Intuitive design, (i.e.) customer need not to work hard to find where they need to go. It should have Quick Search option; drop down on home page to enable the visitors to directly navigate the page they choose.
7. The website should be optimized for load time, response time, navigation and search. Opening the homepage should be with no delay.
8. Website navigation scheme and features should allow users to find and access information effectively; Navigation to be simple, easy and intuitive. The Site should be fully optimized.
9. **Responsive & Retina Ready:** Site should be fully responsive and ready for retina displays. Customers should get best user experience of website looks on tablets and mobile devices adapting to the screen size layout.
10. The optimization should cover all the areas like HTML, CSS, GRAPHICS, PDF, images and would be involved smaller page size and faster downloads.
11. Platform used for Website such as OS, DB, Java, etc. software should be minimum X-1 where X is the latest version prevailing. The website should be compatible with all the

operating systems (Mac OSX, Windows OS and Linux) popular and latest web browsers like Opera, Internet explorer, Google chrome, Netscape, Mozilla Firefox, Safari, etc.

12. Web framework should preferably be the latest and have the scope of existence for reasonably longer years.
13. Design, Development and Maintenance of Web based applications and integration with technologies like Payment Gateway, e-Forms etc. Integrated Online payment gateway services with acceptance of credit and debit cards (Visa, Master and Maestro) and internet banking of all public/ private banks providing such facility with the existing portal and any new / additional portals as specified by user department from time to time. CAPTCHA should be present for web pages with e-form field if any.
14. Provision for Generation of receipts/acknowledgement.
15. Automated reconciliation and generate necessary reports etc.
16. Content Management System of the website for progress and current status, media reports, including event photo-shoots, live feeds, social media contents, if any and periodic archiving the old contents automatically, etc.
17. The Content Management System (CMS) must be simple to install and easy to maintain and operate, should not need high IT knowledge and expertise. CMS system must support non-IT literate users to operate the contents within the overall rules and workflow laid down. This will include creating contents, editing, publishing across all modes including text, video etc. Images and contents should be adaptive and responsive to all formats, browsers, devices, operating systems, screen sizes, resolutions, etc.
18. CMS should have future scalability.
19. CMS must publish contents to multiple formats including PDF, HTML, and Images etc. The application must support future/new formats as they arise in the market. Application must support ability to add contents/ delete contents/ change contents globally across all pages on the site or on specific areas of the site.
20. Download and upload features to be supported. Display of content in selected order should be supported. Drag, drop, cut and paste options should be easily supported. To limit the data usage, query pop-up asking whether to Download or View should appear while clicking any pdf.
21. Archival of part or whole of the site should be supported with easy restoration capability. Usage statistics, high/low, peak traffic etc. should be supported.
22. Before updation, CMS to take backup of previous data/version. It should be possible to restore pages and contents from backups or previous versions. Each such updation needs to record and audit trail maintained for any future reference.
23. Application must support contents including: HTML, SMTP, XML, JavaScript's, DHTML, EXCEL, Word, audio, Movie, graphics, Icons, Psd, ppt, etc.
24. Animated effects can be added wherever necessary without hampering the website speed. Overlay effect can be added if necessary.
25. Parallax Effect & Video Background should be done aesthetically to give a smooth transition, easy on eyes and can include videos, put text, images, buttons or other graphical elements for a great looking section.
26. RTL Support: RTL (Right-to-left) is fully supported by this theme.
27. Website should be optimally secured from all phishing, malware, ransomware threats and attacks. Ensure that the website is security audited by a CERT-IN empanelled agency. Getting the Security Audit by CERT-IN empanelled agency and obtaining all necessary certificates will be the responsibility of the service provider including the cost involved. Comply with website security guidelines issued by NIC and DIT, GoI.
28. Have standard interface capabilities (standards like ISO, XML, web services).
29. Static pages will also be in Hindi; accordingly, the website should support universally accepted Hindi fonts as well.
30. All items should be appropriately aligned on the pages and layout should be consistent in all related pages.

31. Website must use a fluid layout that automatically adjust the page size to monitor resolution settings.
32. The appropriate test data according to various design consideration and will be presented to the successful bidder by Agricultural Knowledge Management Unit (AKMU) of this institute.
33. Modification of Site Map as and when required.
34. Agency would be required to provide off-site Warranty, Maintenance, and Technical Support from the date of issue of completion certificate, and Annual maintenance of website/ application with onsite technical support as required.
35. Records of updating in web contents of the both (English & Hindi) should be maintained to determine the performance of the site with respect to page load speed and these statistics will be stored and examined, on a monthly basis and analyzed.
36. Identify and execute training requirements for successful execution of project along with preparation of User Manual. Successful bidder is expected to provide user manual(s) and documents for the project executed.
37. Provide front-end user interface that allows a user, even with limited expertise, to add, modify and remove content from a Web site
38. All copyrights of the site and content should be vested with ICAR- CSWRI, Avikanagar
39. The proposed website should be designed and run on the earlier hosted URL i.e. www.cswri.res.in
40. The proposed website should run independent of IP Address. i.e. IP Addresses should not be hard-coded in the source code/configuration.
41. The proposed website should be able to open in all six ways. For example,
 - a. <https://www.cswri.res.in>
 - b. <http://www.cswri.res.in>
 - c. www.cswri.res.in
 - d. <https://cswri.res.in>
 - e. <http://cswri.res.in>
 - f. cswri.res.in
42. The proposed website should be running on SSL i.e. in https protocol and http request should automatically get redirected to https.
43. Password should not be hardcoded in any website configuration files or stored in plain text. Passwords should be properly hashed and salted to reduce the effectiveness of password cracking.
44. The pages should be printer friendly i.e. all the pages shall be displayed and printed upon demand by user.
45. Should have the feature of Hit Counter.
46. Adobe Flash is a dying technology no longer being actively supported on mobile platforms. As such use of “Flash” is not permitted. HTML5 is the preferred technology for displaying media.
47. Migrate all existing pages including content as well as database after redesign and reformat as per requirement. Re-writing of the website content should also be a part of the scope.
48. SEO Friendly URLs and Onsite Optimization of the website to be done by the vendor.
49. Renewal or Licensing of any type of certification under contract and AMC (5 Year) will be bear by Contractor itself .No fee is given by the institute.
50. All the Source code of the website should be the copyright of ICAR-CSWRI.
51. A recruitment portal is to be made on website which uses user authentication method.
52. A user storage/space portal is to be made on website where institute some official uses it as data storage for file upload and retrieve.

For bidder's ready reference, some of the chosen websites which are similar to the 'look & feel' as required by the ICAR - CSWRI are listed below, to indicate the kind of layout that seeks for its own website includes:

- a. ICAR-NRC on litchi (nrclitchi.org)
- b. ICAR-IIMR (iimr.icar.gov.in)
- c. ICAR-IGFRI (www.igfri.res.in)
- d. ICAR-CMFRI (cmfri.org.in)
- e. ICAR-NRCPB (nrpcb.res.in)
- f. ICAR-CIBA (ciba.res.in)
- g. ICAR-CIFT (cift.res.in)

Indicative Deliverables

1. High Level Design/ Architecture Document
2. Performance Test Reports
3. Security Test Reports
4. UI Usability Report
5. Deployment Script
6. User Manual/SOP, Source Code with Complete Documentation (including System & Operations Manuals)
7. Technical Manual
8. Data Backup/ Archival Process
9. Requirement Traceability Matrix
10. Source Code
11. Infrastructure design document
12. New website hosted and maintained on the available server.
13. Editing and proof reading of the website content.
14. Frequent updates on the website.
15. Prompt and Proper Maintenance of website.
16. Software tools used with licenses, if any
17. Licenses wherever required and commitment letter for non-infringement of Trademarks and Copy rights.
18. Confidentiality and Non-Disclosure Agreement

Security:

The vendor will provide for the following security features:

1. Protection against defacement, hacking.
2. Design should incorporate security features to protect the site from Session Hijacking, Sql injection, Cross scripting, Denial of Service etc.
3. Bidder has to monitor the website application 24x7 from security threats and ensure its uninterrupted functioning.
4. Any unwanted security threat or hacking attempt should be taken on high priority and dealt with immediate effect.
5. Lock HTML source code to protect web pages from unauthorized copy.

Acceptance Testing:

Website developed will be tested by ICAR - CSWRI appointed agent/representative with required technical and other capabilities to inspect, test and evaluate the Website and determine whether it satisfies the acceptance criteria as agreed upon in the work plan.

Vendor will rectify the deficiencies and other deviations from work plan identified by ICAR- CSWRI appointed agent/representative immediately and not later than 10 days from the date of intimation by ICAR- CSWRI appointed agent/representative. Re-evaluation will be done by ICAR- CSWRI appointed agent/representative and if deficiency is not rectified, ICAR- CSWRI

appointed agent/representative will be at liberty to invoke suitable penalty clauses and/or cancel the contract without further notice.

Training:-Vendor will have to provide the training to ICAR- CSWRI appointed representative user regarding website & its content management system.

Back Up:-The back up of website and data should be done automatically on weekly basis and a copy of same to be provided to the ICAR- CSWRI appointed agent/representative on monthly basis and whenever asked by CSWRI appointed agent/representative

Copyright / License Violations & Provision of Legal Copies:

Any software, hardware, data, awards, certificates, patent, etc. shall be absolute property of ICAR- CSWRI. The Successful bidder will transfer to the Department all Intellectual Property Rights in the Software developed. The bidder shall relinquish to the Department source code of the developed portal within 15 days from the date of acceptance of the system. The source code supplied to the Department shall at all times be a complete, accurate, and up-to-date copy corresponding exactly to the current production release of the software. CSWRI will not be responsible against any liability for the use of Software with regard to copyright / license if any.

Operations and Maintenance

The Successful bidder shall maintain and Support the supplied website for a period of 05 years after the successful operational acceptance. This includes:-

1. Any alterations, updates, changes and repairs in website.
2. Deploy adequate facilities management personnel to maintain the website as per the service level requirements including servicing/update and maintenance of IT assets.
3. Successful bidder shall provide a dedicated project manager (though not required to be deployed full time) during the period of the contract that should be present for discussions.
4. Resources (need not be onsite) for maintenance of portal.

Website Hosting:

The website would be hosted at in-house ICAR-CSWRI Server located in Avikanagar-304501. Hosting of the website will be done by the bidder/Service Provider. Agency will need to work closely with IACR - CSWRI to deploy the designed and developed website on CSWRI server/cloud. Currently website will be deployed on cswri.res.in but in future it will be migrated to cswri.icar.gov.in so bidder should shift the domain to the new one.

Other:-

Icon / Tabs	Navigate to	Menu details
YouTube	External link to CSWRI's YT Channel	
Facebook	External link to CSWRI's FB home	
Twitter	External link to CSWRI's twitter home	
Screen reader access	For differently- abled visitors	
Search tool	Search within the site	
Hindi version	Translated version of homepage with all active links	

	All static webpages to be translated to Hindi	
Home	Webpage	
Farmer	Menu page	<ul style="list-style-type: none"> • Sales notice • Price list (of CSWRI Products) • Forthcoming trainings (date and contact for registration) • Forms for requesting animals • Events of farmer's interest • Query by email • Online purchase of our products
Employee	Menu page	<ul style="list-style-type: none"> • Circulars (Financial year-wise/category wise) • Forms & Formats (All in pdf category wise) • ICAR Webmail (link) • ICAR-ERP (link) • ICAR- e-Office Log in (link) • PFMS
Business	Menu page	<ul style="list-style-type: none"> • Tender notice • Auction notice • List of approved suppliers • Supply orders / Work order/ Contract order • GST Registration certificate
Career / Recruitment portal	Template page including eForm filing	Job notifications (year-wise)
Events	Template page	
Scroll panel	Template to be scrolling on home page	
Pay online	Currently service is used by External link to SBI collect	We can deploy Payment gateway to our website
About	Dropdown Menu	<ul style="list-style-type: none"> • Who we are • Where we are (Main institute & Regional stations) • Brief history • Mandate & Thrust area • Vision • Organogram • Director • Division & Sections • Personnel- (Scientific, Technical, Administrative staff, Skilled supporting staff) • Cadre strength • Former Directors
Research	Dropdown Menu	<ul style="list-style-type: none"> • Research projects (Externally funded, Institutional, network, AICRP, etc),

		<ul style="list-style-type: none"> • Achievements • RFD (Year-wise) • Breed profiles
Publications	Dropdown Menu	<ul style="list-style-type: none"> • Annual reports (year-wise) • Newsletter(issue- wise) • Vision document • CSWRI 50 years research contribution • Technical publications (item-wise) • Avipunj (issue-wise) • Training manuals (event wise) • e- books • Mobile apps
CSWRI Impact	Dropdown Menu	<ul style="list-style-type: none"> • Our National Presence • Success stories • Collaborating institutions • CSWRI in Media
Contact	Simple content page	Form fill/query form
From Director's Desk	Simple content page	
Agri-ecotourism	Menu page	<ul style="list-style-type: none"> • CSWRI Avikanagar • SRRC Mannavanur • ARC Bikaner • NTRS Garsa
Right to information	Content page with menu	<ul style="list-style-type: none"> • Right to information act • CPIOs at Main Institute and regional Stations • Appellate authority • Proactive disclosure
Vigilance	Content page	Vigilance officer and contact address, Phone, email etc
Internal committees	Menu page	<ul style="list-style-type: none"> • Women's complaint committee (webpage with committee composition) • Institute Animal Ethics Committee (webpage with committee composition)
Weather Today	Simple Content page	
Citizen's charter	Simple content page	
Facilities	Menu page	<ul style="list-style-type: none"> • Laboratories (list of Labs information with photographs) • ATIC • SAIF • Guest house (available facilities in text and a photograph) • PG hostel(available facilities in text and a photograph) • Farmers hostel (available facilities in text and a

		<p>photograph)</p> <ul style="list-style-type: none"> • Auditorium (available facilities in text and a photograph) • Fitness (available facilities in text and a photograph) • Others amenities (Schools , Human dispensary, ATM, Post-office)
Mobile apps	Menu page	<ul style="list-style-type: none"> • Avimitra- brief description and link • Avikadis- brief description and link • Avimegh- brief description and link
Official Language	Template page	Events, activities of Rajbhasa cell (year-wise)
ICAR Links	Menu page	ICAR, PMS, PERMISNET, KRISHI, PMS, HYPM, PIMS-ICAR, ASRB, CBP, CeRA etc.
News	Templates in Homepage	
Photogallery	Template page	
SBA	Template page with content	
SCSP	Template page with content	
ABI	Menu page with content	
FFP	Template page with content	
MGMG	Template page with content	
TSP	Template page with content	
NICRA	Simple content page	
NWPSI	Simple content page	
MSSP	Simple content page	
ISSGPU	External link to ISSGPU	
ASRB	External link to ASRB	
Home	Home page	
Disclaimer	Simple content page	
Website policies	Simple content page	
Email web admin	Link to email of web admin for queries / suggestions / correction of	

	information	
Subscribe Avipunj	Email box in prominent location	
Site map		
Content last updated on		
Visitor's count		
Help		
Archives		
GoI Links	Links of all GoI portals as directed in GIGW	National portal of India(india.gov.in), Make in India, GeM, National Voter's service portal, Digital India portal, Niti Aayog , e-gazette, Cashless India
CSWRI Work Space		User Storage For Officials

**TENDER ACCEPTANCE LETTER (to be given on
company letter head)**

To

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No: _____

Name of Tender / Work: -

Dear Sir,

1. I / We have downloaded / obtained the tender document(s) for the above mentioned 'Tender/Work' from the web site(s) namely:

_____ as per your advertisement, given in the above mentioned website(s).
2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents from Page No. _____ to _____ (including all documents like annexure(s), schedule(s), etc.), which form part of the contract agreement and I / we shall abide hereby by the terms / conditions / clauses contained therein.
3. The corrigendum(s) issued from time to time by your department/organisation too have also been taken into consideration, while submitting this acceptance letter.
4. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.
5. I / We do hereby declare that our Firm has not been blacklisted/ debarred by any Govt. Department/Public sector undertaking.
6. I / We certify that all information furnished by the our Firm is true & correct and in the event that the information is found to be incorrect/untrue or found violated, then your department/ organisation shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including the suspension of firm for a period of time to participate in the tender of this entity.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)

TENDER FORM - 1 - TECHNICAL INFORMATION

(Tenderer may use separate sheet wherever required)

S.No.	Details of the Firm / Bidder	Page No.	Remarks
1.	Name & Address of the Manufacturer / Authorized Distributor		
2.	State clearly whether it is Sole proprietor or Partnership firm or a company or a Government Department or a Public Sector Organization		
3.	Bid Securing Declaration		
4.	Details of the cost of the Tender fee (Yes/No) DD No & Date: Drawn on Bank: Amount:		
5.	Copy of valid Registration certificate of firm		
6.	Copy of GST Registration		
7.	Copy of PAN Card		
8.	Authorization certificate from the manufacturer / principal		
9.	Certificate for No Deviation		
10.	Certificate for Price Justification		
11.	Non Blacklisting Certificate		
12.	Copy of latest Income Tax Return filed		
13.	Tender Acceptance letter		
14.	List of Major Customer may be given on a separate sheet and proof of satisfactory supply, if any		
15.	Technical Compliance report		
16.	Have you previously supplied these items to any government / private organization? If yes, attach the relevant proof. (Also provide an affidavit that you have not quoted the price higher than previously supplied any government institute)		
17.	Name and Mobile Number of a Key person, who can be contacted at any time. The person should be capable of taking orders and making arrangement for supply of the desired items.		
18.	Bank Detail		
19.	Any other information important in the opinion of the tenderer		

- **In case of non-fulfilment of any of the above information/ document(s), the Tender will be summarily rejected without giving any notice.**

(Dated Signature of the Tenderer with stamp of firm)

Dated:

Place:

CERTIFICATE OF PRICE JUSTIFICATION

[To be given on letter head]

NIT No.:

I/We, M/s. _____ certify that the discount provided are our best and we have not completed the same work in any Government Department/ PSU/Institution for lesser than these rates in last one year.

SIGNATURE AND STAMP OF THE BIDDER

CERTIFICATE OF NO DEVIATION

[To be given on letter head]

NIT No.:

I/We, M/s _____ hereby certify that notwithstanding any contrary indication / conditions elsewhere in our offer documents, I/We have neither set any terms and conditions nor there is any deviation taken from the conditions of CSWRI, Avikanagar tender specification, either technical or commercial, and I/We agree to all the terms and conditions mentioned in CSWRI, Avikanagar tender specification with associated amendments & clarification.

[Signatures of the Bidder with Name, Designation & Company's Seal]

NON BLACKLISTING CERTIFICATE

[To be submitted on letterhead]

I/We hereby certify that the [Name of the company / firm] has not been ever blacklisted/ debarred by any Central / State Government / Public Undertaking / Institute on any account.

I/We also certify that firm will supply the item as per the specification given by CSWRI, Avikanagar and also abide all the terms and conditions stipulated in Rate Contract.

I/We also certify that the information given in bid is true and correct in all aspects and in any case at a later date it is found that any details provided are false and incorrect, contract given to the concern firm or participation may be summarily terminated at any stage, the firm will be blacklisted and CSWRI, Avikanagar may imposed any action as per NIT rules.

Date :

Place :

Name :

Business Address :

Signature of Bidder :

Seal of the Bidder :

Bid Securing Declaration Form
 [To be submitted on letterhead]

NIT No.: _____

Date: _____

To

(insert complete name and address of the purchaser)

I/We. The undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of 01 year from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We

a) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or

b) having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or reuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Signed: _____ (insert signature of person whose name and capacity are shown)
 in the capacity of _____ (insert legal capacity of person signing the Bid Securing Declaration)

Name: _____ (insert complete name of person signing the Bid Securing Declaration)

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

Dated on _____ day of _____ (insert date of signing)

Corporate Seal (where appropriate)

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