

NIT No.-WBHF/JBR/NIT-06/2021-2022

Dated: 10.09. 2021

**NOTICE INVITING TENDER**

Sealed quotations are hereby invited from reputed, experienced, resourceful, competent company or agency for the design, development & maintenance of Website/Web Portal of J. B. Roy State Ayurvedic Medical College & Hospital, 170-172, Raja Dinendra Street, Kolkata-700004 under the Department of Health & Family Welfare, Govt. of West Bengal.

The quotationers should possess and furnish with the quotation the self-attested copies of:

- 1) Valid Trade License,
- 2) Pan Card (Income Tax),
- 3) GST Registration Certificate/Letter
- 4) Document(s) in support of Credential.
- 5) **EMD of Rs.-2,000/- (Two Thousand Only) in form of Demand Draft in favour of Principal Superintendent, J B Roy State Ayurvedic Medical College & Hospital.**

**Terms & Conditions:**

- 1) The Website/Web Portal should comply with W3C web content accessibility guidelines i.e. Website/Web Portal should be accessible to all irrespective of technology, platforms, devices or disability of any kind.
- 2) The Website/Web Portal will be dynamic as well as static in nature.
- 3) Website/Web Portal will have a unique Web address or URL (Uniform Resource Locator).
- 4) Web Hosting Server used must have SSL Certificate installed.
- 5) Website URL (Uniform Resource Locator) must be SEO (Search Engine Optimization) friendly.
- 6) Website has to be developed in the highest secure framework available.
- 7) Update & maintenance of the Website/Web Portal: Looking after the site so that it does not get hacked, no bugs or page loading issue.
- 8) Graphic Button & Icons, Images, Audio/Video/Animation if used in the site should be licensed resources.
- 9) Any information on the website should be editable by an admin panel provided to us.
- 10) Appropriate training to be provided to our staff regarding Website data updating as and when required.
- 11) The bidder shall have experience, preferably in website creation /designing development, maintenance & other related matters. Document(s) in support of Credential must be submitted.
- 12) **The Job is to be accomplished with a period of 30 days from the date of award.**
- 13) **Services for maintenance & development of the website will be given by the bidder up to 3 (three) years from the date of award.**
- 14) The bid shall remain valid for 60 days after the date of bid opening. If any bidder withdraws his tender before the said period shall -without prejudice to any other right or remedy, be at liberty to forfeit the EMD.
- 15) The Purchaser reserves the right to accept or reject any bids and to annul the bidding process and reject all bids at any time prior to award of contract, without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the grounds for the Purchaser's action.

- 16) The acceptance of tender will rest with JBR SAMC&H who does not bind itself to accept the lowest bid and reserves himself the right to reject any or all the tenders received without the assignment of any reason? All the bids in which any of the prescribed conditions are not fulfilled or are incomplete in any respect are liable to be rejected.
- 17) The JBR SAMC&H does not bind itself to accept the lowest or any tender and reserve to itself the right of accepting the whole or any part of tender and bidder shall be bound to perform the same at the rate quoted.
- 18) Canvassing in connection with tenders is illegal & strictly prohibited and the tenders submitted by the bidders, who resort to canvassing, will be rejected.
- 19) Rate should be quoted, inclusive of all types of charges/carriage etc., **including GST**.
- 20) Payment of the bill shall be made to the supplier after submission of the bill subject to the availability of fund from the Government of West Bengal under respective head.
- 21) Any change in the quotation, once submitted, shall not be entertained and quotations found incomplete, incorrect, erased, over written, tampered will be summarily rejected.
- 22) Quotations received after the specified date will not be entertained.
- 23) All prices quoted must be firm and no revision in the price quoted is allowed after quotations are opened.
- 24) Price quoted should be inclusive of all taxes and this should be clearly specified in quotations. In the absence of any such stipulation, it will be presumed that the prices quoted are inclusive of all taxes.
- 25) **Sealed envelope containing the technical bids (i.e. Annexure-I with self attested copy of PAN, Trade License, GST Certificate, Credentials, EMD etc.) and financial Bid (i.e. Rate quoted by the bidder as per Annexure-II) which have to sealed separately in a small envelope & should be marked as "Technical Bid" or 'Financial Bid'.**
- 26) If the L1 bidder has failed to supply the item within stipulated time or as per quoted rate, penal measures shall be initiated against the bidder. Similar penal measures shall also be initiated against those renderers who have submitted false/ misleading/ fraudulent documents or made incorrect declarations. The penal measure will be Forfeiture of Earnest Money.
- 27) The EMD either should be kept as security deposit or the selected bidder/s has to submit performance bank guarantee.
- 28) The undersigned reserves the right to accept or reject any or all quotations without assigning any reason thereof at any stage of the process.

**Annexure-I (Format for submitting the Technical Bid)**

Name of the bidder		
Address of the bidder including contact person, designation, e-mail, mob no. etc.		
EMD Details		
Enclosure of Supporting Documents		
1	Valid License	
2	PAN No.	
3	GST registration Certificate if any	

4	Documents in support of credential	
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Signature :  
Name of the Authorized Signatory :  
Designation :  
Contact Details :  
Office Seal :

**Annexure-II (Format for submitting the Financial Bid)**

Description of Job	Rate inclusive of all type of charges & GST.
Design, development & maintenance of Website/Web Portal including maintenance of 3(three) years.	

Signature :  
Name of the Authorized Signatory :  
Designation :  
Contact Details :  
Office Seal :

Sealed Quotation/Tender, along with a refundable Earnest Money Deposit of Rs.2,000/- (Rupees Two Thousand Only) in Bank Draft/Pay Order in favor of Principal-Superintendent, J. B. Roy State Ayurvedic Medical College & Hospital and other supporting documents can be submitted (As stated in Sl. No.-25 of T&C) during office hours from 13.09.2021 to 23.09.2021 (up to 2p.m.) at the Administrative Office of this College & Hospital which will be opened at 3.00 p.m. on 24.09.2021 in presence of intending quotationers. In case of bandh etc. falling on 10.08.2021, quotations shall be accepted till 2.00 p.m. on next working day and the same shall be opened at 3.00 p.m. that day. Intending quotationers will attend the pre-bid meeting on 13.09.2021at 3.30 P.M at the chamber of Principal-Superintendent for any query regarding the tender.

*10.9.21*

Principal-Superintendent  
Principal-Superintendent  
J.B Roy S. A.M College & Hospital  
Kolkata-4

**Copy to the: -**

- 1) Director of Ayurveda, Govt. of West Bengal Swastha Bhawan, Salt Lake, Kolkata-91.
- 2) Commissioner, IT Cell, Govt. of West Bengal, Swastha Sathi, Salt Lake, Kolkata-91 with the request to publish this notice on the Government website [www.wbhealth.gov.in](http://www.wbhealth.gov.in) on or before 13.09.2021 for download by the prospective bidders.
- 3) System Co-ordinator, IT Cell, Govt. of West Bengal, Swastha Sathi, Salt Lake, Kolkata-91 with the request to publish this notice on the Government website [www.wbhealth.gov.in](http://www.wbhealth.gov.in) on or before 13.09.2021 for download by the prospective bidders.
- 4) Deputy Superintendent, Patipukur Ayurvedic Hospital, Kolkata with the direction to place the same in the notice board of the Hospital;
- 5) Superintendent, Shyamadas Vaidya Shastrapith, Kol-700009 with the request to place the same in the notice board of the institute;
- 6) Superintendent, Viswanath Ayurved Mahavidyalaya, Kol-700005 the request to place the same in the notice board of the institute;
- 7) Accounts Officer, J. B. Roy State Ayurvedic Medical College & Hospital.
- 8) Notice Board of J.B. Roy State Ayurvedic Medical College & Hospital.
- 9) Guard file.

*@pant  
10.9.21*

**Principal-Superintendent**

**Principal-Superintendent  
J.B Roy S. A.M College & Hospital  
Kolkata-4**