



VIGYAN PRASAR

(An autonomous organization of the Department of Science and Technology, Govt. of India)

A-50 Institutional Area, Sector-62, Noida (UP) 201 309

VP/EFD/1517/IST/2016

Dated 24/11/2017

INVITES

Proposal

on

Development of Web Portal

for

India Science, Technology and Innovation

1. Introduction

Vigyan Prasar (VP), an autonomous organization of the Department of Science and Technology, Noida (UP) invite proposals from reputed development agencies/companies having expertise in design, development, hosting and maintenance of web portal on India Science, Technology and Innovation (ISTI) with all dynamic features as per GIGW guidelines to meet the objectives and mandate of the Ministry of Science and Technology.

2. Introduction & background

This is in response to a felt need to help ready and rapid access to information about developments in progress in India and her leadership in the fields of science, technology and innovation research/application. The proposed comprehensive web portal will accordingly present information about

- 1) Research and Development of Indian Science
- 2) Milestones,
- 3) Knowledge networks,
- 4) S&T Funding Opportunities
- 5) S&T relevant to different target groups
- 6) S&T Institutions and many others

Relevant sources of information will be connected to help access greater spread and depth of information. The portal will be robust through interactive processes and continual enrichment of content.

3. Objective:

1. Projection of what Indian Science is all about, it's major achievements.
2. Act as a single window source of information about Indian science and technology
3. Project India's image as a leader in science & technology
4. Act as a platform for engaging in science
5. Project India's vision in science

4. Requirements:

The ISTI web portal should:

- 1) Follow GIGW Guidelines
- 2) Serve information and networking needs of Students, teachers, scientists, citizens interested in STI, news media, decision makers, funding institutions / mechanisms and knowledge platforms
- 3) Readily align with such browsers as IE, Oprah, Netscape, Mozilla, etc all commonly used resolutions.
- 4) Web Portal in English and Hindi version and graphics on pages, wherever required.
- 5) Be protected with all security solutions to prevent hacking of all forms.
- 6) Have such functional elements as:
 - a. Provide for clean URL's.
 - b. Automatically archive content from Home screen.
 - c. Ensure easy reading and navigation with a minimum resizing, panning, and scrolling across a wide range of devices including mobile devices.
 - d. Multilayer Search facilities
 - e. Enable
 - i. Upgrades to the CMS without changing the content and the database & use its modules to develop relevant applications.
 - ii. RSS feed for users to subscribe to latest news/updates related to S&T India.
 - iii. Increase of font size & adapt to screen size including Tablet, Mobile phones and Desk top computers.
 - f. Moderate comments using Captcha to discourage any automated process from entering any information to the web portal.
 - g. Ensure
 - i. Separation of Design and Content: Content to be stored in the database and designed to be controlled by the use of cascading style sheet (CSS).

- ii. Separate CSS for use with Internet Browsers and Mobile Browsers
&
- iii. Response to mobile phone connects and interfaces.

5. Scope of Work:

The scope will include the following specifics:

- 1) Use CSS based design approach to develop browser and resolution independent web portal for
 - (i) Optimal presentation
 - (ii) Information dissemination with flexibility to re-arrange contents, presentation and color scheme as required.
- 2) Ensure such Important components of the web portal as:
 - I. Dynamic web pages
 - II. Photo gallery/video management system
 - III. Dynamic news/events/notification management system
 - IV. Discussion forum
 - V. Webinar & Online conference
 - VI. All other Social Media compatibility
 - VII. Feedback management system
 - VIII. Sitemap
 - IX. Related links to other government web portals / and related web applications
 - X. FAQs
 - XI. Banners and Advertisements
 - XII. Theme change, font change, screens reader etc.
 - XIII. Individuals who interact with the portal should be able to
 - submit relevant details to get listed themselves on portal. This should be along with such content that should be visible on portal after approvals.
 - Navigate, look for and secure information, using such leads / filters as institute name, location, field of research, research topic etc.
 - XIV. About Us: including detailed information about the web portal, infographics

on STI etc.

- XV. Designs and development of Portal, Back-end panel work flow
- XVI. Transform current stories into newer CMS
- XVII. Maintenance of the evolving web site
- XVIII. Make all changes accordingly including the graphical, pictorial, audio & video interface as needed
- XIX. Development of Comprehensive Contents Management System (CMS) for roll - based management of menus, submenus and contents in all sections/subsections of the web portal;
- XX. Maintain audit trails of documents hosted, accessible to the administrator as needed
- XXI. Auto archival mechanism to maintain the archived documents with proper classification and auto archival system.
- XXII. Sections such as 'what's new', 'latest updates' etc must be dynamic.
- XXIII. Clearance of Security Audit of the web portal by Department of Electronics and Information Technology (Deity) empaneled agency
- XXIV. User Friendly navigation &
- XXV. Database driven approach.
- XXVI. Compatible with Mobile phone
- XXVII. Portal to be user friendly with visually challenged.

6. Deliverables:

1. Design and development of robust Comprehensive web portal as per Department requirements.
2. **Schedule of delivery:** Due to paucity of time and tight schedule, the initial design and basic structure would be required to be submitted with some amount of content by 20 December, 2017. At least two sample designs should be presented within seven days of the award of contract. The final web portal should be made ready in three months' time with security audit and clearances followed by maintenance & upgrading for one year. Upload of content will thereby continue during the maintenance period
3. Interactive presentation of content.
4. Managing feedback and post comments.

5. Responsible for all co-ordination and logistics with uploading including security clearances, for hosting at professionally managed data Centre in Delhi /NCR.
6. Documentation of software requirement specifications (SRS), user manual needs to be developed and source codes to be transferred to Vigyan Prasar at the end of the work and before payments are made.
7. Training and handholding for uploading content - support, training for routine maintenance and transfer of Source Code.
8. Comprehensive warranty for Maintenance of the mobile application for a period of one year from the date of successful commissioning, acceptance and handholding by Department.

7. Eligibility Criteria

- 1. Vendors empanelled with NICSI can only apply.**
- 2. The registered company/firm should have at least 3 years experience preceding the proposal due date (PDD), in similar assignments for development of web portal.**
- 3. The registered company/firm should have well trained developer team.**
- 4. Bidders must have registration in India and in operation for at least past three years on the date of submission of bids.**

8. Application Procedures

1. The firm/agency must submit its **Technical Proposal and Financial Proposal** in two separate 'sealed envelopes' (duly super-scribed "Technical Proposal" and "Financial Proposal" on the each envelope). Both these sealed covers should be enclosed in an outer cover and submitted to VP. The outer envelope containing both bids (Technical bid & Price Bid) separately should be sent to the address of the “Registrar, Vigyan Prasar, A-50, Institutional Area, Sector – 62, Noida – 201 309“, sealed and super-scribed with tender reference number, subject name and address of the bidder and the same details should be mentioned in the inner envelopes (i.e. Technical as well as Price part).
2. The proposals should be submitted in the prescribed format. Proposals not in the format will be rejected.
3. Proposals are to be valid for 180 days after its opening by the Vigyan Prasar (DST) circumstances may solicit the bidders consent in writing for extension of validity period beyond 180 days. The bidder granting request in any case may not be permitted to modify the bid.
4. The bidder will not vary/modify any aspect of the proposal/budget etc during the validity period or any extension thereof
5. The duly signed proposal should reach to: Registrar, VIGYAN PRASAR, A-50, Institutional Area, Sector-62, NOIDA 201309, **on or before 28 November,**

2017. The technical bids will be opened on 29th November 2017 at 11:00 A. M and technical presentation will be held on same day itself. Financial bids of qualified bidder will be opened after the technical evaluation. Tenders received (by post or by hand) after due date and time will be summarily rejected. VP will not be responsible for any postal delay. For any query related to submission of proposal, applicant may contact to Ms. K. Dasgupta Misra, Scientist 'F', Vigyan Prasar through email kdgm@vigyanprasar.gov.in

- 6. THE COMPANY WHO WOULD BE FINALLY SELECTED AND ASSIGNED THE WORK FOR DESIGN AND DEVELOPMENT OF WEB PORTAL ON INDIA SCIENCE, TECHNOLOGY AND INNOVATION PORTAL WOULD BE REQUIRED TO DEPOSIT SECURITY OF RS 2,00,000 AT THE TIME OF ACCEPTING THE WORK ORDER.**

9. Evaluation Process

1. The registered company/firm should have at least 3 years experience preceding the proposal due date (PDD), in similar assignments for development of web portal.
2. The registered company/firm should have well trained developer team.
3. Bidders must have registration in India and in operation for at least past three years on the date of submission of bids.
4. The Technical proposal must be accompanied with:-
 1. Documentary proof in support of business done in the field of development of web portal related to science and technology communication and/or development related work done in the past/being done with Departments of the Central/State Government.
 2. Enclose copy of the work orders for last three years (DO NOT enclose the originals).
 3. Registered Company/Production houses should have service tax, Pan number for last 3 years.(Enclose certificates and copy of last three years Income Tax returns, PAN and Service Tax numbers- DO NOT enclose the originals).
 4. Vigyan Prasar may, at its discretion extend the deadline for submission for bids by amending the bid documents.
 5. The technical proposal should contain following:

Part 1

Sl	Form	
1	Form 1: Bidder's information + enclosures	One Copy

6. The Financial Proposal that is Part – 2 of the application form should contain following label

Enclose:

Cost for the development and maintenance of Web Portal

Submitted by (name of the firm)

Signature of the proposer/authorised signatory :

7. The technical proposals would be evaluated on the basis of the written technical proposal and technical presentation. Combined Scores would be assigned on the basis of the experience and documents provided by the bidder and technical presentation.

8. Only those Applicants whose Technical presentation score 70 points or more out of 100 shall be selected for opening financial bid. If the number of the proposals so short listed are less than three, then the proposal that have received top three ranks, would be considered for next stage.

9. Evaluation of Financial Proposal: In the next stage, the financial evaluation will be carried out as detailed below by an evaluation committee. The evaluation committee will consist of three people. The purchase committee chairperson will be the chair Registrar or nominee and another official nominated by Director will be members.

10. Payment:

Payment will be made in stages:

1. 50% of the contract value (plus GST thereof, less deductions if any) would be released on successful development of web portal and submission of Source Codes duly accepted by Vigyan Prasar.
2. 50% of the remaining contract value (plus GST thereof, less deductions if any) would be paid on successful maintenance of the portal for one year.

11. Copyright:

Vigyan Prasar and DST shall hold proprietary rights on the use, contents, and Intellectual Property (IP) if any, etc. of the final app and all the related material.

12. Details:

1. Due Diligence by Applicants: Applicants are encouraged to inform themselves fully about the assignments through.
2. Communications: All communications including the submission of Proposal should be address to: Registrar, Vigyan Prasar, A-50 NCMRWF Campus, Sector 62, NOIDA 201 309 or sent in email to info@vigyanprasar.gov.in
3. All communications, including the envelopes, should contain the following information, to be marked at the top in bold letters: **[RFP NOTICE NO: VP/EFD/1517/IST/2016]**

13. Effect of termination:

Upon expiration or termination of the PO, all rights and benefits granted by the PO shall be deemed to be cancelled; and all amounts due to SERVICE PROVIDER/ Firm up to the effective date of termination shall be payable.

14. Arbitration:

If any dispute, difference, question or dis-agreement shall at any time, hereafter arise, between the parties hereto or the respective representatives or assigns in connection with or arising out of the contract or duties of the said parties hereunder or any matter whatsoever incidental to his contract or otherwise concerning the works of execution or failure to execute the same whether during the progress of work or stipulated/extended periods or before or after the compilation or abandonment thereof, it shall be referred to the sole arbitrator appointed by Director Vigyan Prasar. It will be no objection to any, such appointment that the arbitrator so appointed is an employee of this organization or that he had to deal with the matters to which contract relates and that in the course of his duties as this Organization employees he had expressed views on all or any of the matters in dispute of difference.

15. Penalty will be imposed as per government rule if the delivery of the final product is delayed beyond the agreed date of delivery.

16. Director, Vigyan Prasar has right to extend the period of job based on genuine reasons if necessary.

DECLARATION

- (i) I.....(authorized signatory for the proposer) solemnly affirm that the facts stated above are correct and nothing has been withheld. If any information submitted above, is found to be false or fabricated, I may be liable to be suspended and /or debarred from empanelment.
- (ii) I permit Vigyan Prasar to inspect my firm & other records to ascertain the above facts.
- (iii) I permit Vigyan Prasar to cross check the above facts from any other source.
- (iv) I or my authorized representative, if required by Vigyan Prasar would make presentation before Selection Committee at my own cost.
- (v) I will apropos ale by the decision of Director Vigyan Prasar in regarding allocation of works.
- (vi) Here by I declare that I shall adhere to the terms and conditions mentioned in RFP.

Signature-----

Full Name-----

Date-----

(Seal of organization)

VIGYAN PRASAR

Part – 1

**Proposer's Information
Form 1**

Application for the

1. Name

A. of the Bidder: _____

B. of the Company: _____

2. Contact Information

2.1 Address: _____

_____ Pin _____

2.2 Telephone:

Office 1 : _____

Office 2 : _____

Mobile : _____

Home : _____

Fax : _____

Email id : _____

3. Legal status of Organization:

- a) Is it a registered firm/company? : Yes/No
(Photocopies of the certificate of registration should be attached)
- b) Is your organization a proprietorship : Yes/No
Firm, partnership firm or company? (Attach Document)
(If a partnership firm, state the: name/s and address/es of your partners. If company,
state the names and Addresses of Directors)

- c) State whether the proprietor/ any of the Partners/Directors is/are retired Government officials. (If yes, the date of his/ her/ their retirement and the Department from which retired) Yes/No

- 3 Copies of Income Tax returns as accepted by the Income Tax Department of preceding three years with PAN Number and service tax number:

- 4 Brief Description of the Proposer's Activities

- 5 Experience in the and development of Web Portal and related work, if any

- 6 Has the Agency/its its sister concern/any director ever been blacklisted/defaulted by any organization?: Yes/No (If yes, give details)

- 7 Any other relevant information:

SIGNATURE----- (of authorised signatory)

Full Name and designation-----

FORM -2

**Financial Proposal
(One copy in a separate sealed cover)**

We offer to undertake the project to design and **develop the Web Portal on India Science, Technology and Innovation and provide all technical support and maintenance of the Portal for one year** as per the RFP No: dated _____ for a total cost of Rs

(Rupees.....)
exclusive of the service tax.*

Name of the Proposer:

Name of the Company:

Date:

Place:

Signature of the authorized signatory

*** NOTE: The cost mentioned here would be considered as the final quote from the firm. No change would be accepted.**