

**Date: 28/03/2025**

**GMGC/Quotation 06 /for 'College Website Design (Dynamics), Development and Maintenance'/2024-25/299**

**Tender Notice**

Gokhale Memorial Girls' College invites sealed quotations along with requisite information for **'College Website Design (Dynamics), Development and Maintenance'**, that should be centralized, Role Based, Secure System, & Hosted on Cloud.

**Work Details: (Custom Based CMS Website)**

- Should be on edu.in domain (ERNET)
- Hosting server- Unlimited hosting with email IDs.
- SSL Certificate.
- Dynamic Unlimited Pages that may be Created / Modified by the College Admin.
- Dynamic Slider and Photo Gallery.
- NAAC Required Reports and Data.
- User create facility with customised permission.
- Dynamic Faculty Profile and Notes / Assignment Uploading facility to Faculty.
- Website Backup.
- Essential Website Security.
- All Data will be migrated from existing Website.

**Essential Documents to be attached :-**

- (i) Photo copy PAN & GST Certificate.
- (ii) Duly signed copy of Tender Document by the Authorised Person of the Bidder.
- (iii) The firm should be registered & should have existence of atleast 5 years as on date.
- (iv) The firm should have experience of working with West Bengal Universities / Colleges. Copies of the experience certificates should be enclosed with the Financial Bid.
- (v) A certificate should be submitted from the firm that it has not been debarred for award of contract during past 5 years.
- (vi) Certified copy of Income Tax returns for last 3 years (2021-22, 2022-23 and 2023-24).
- (vii) The Tender and other related documents must be self attested by authorised person.

**Other Terms & Conditions:-**

- (i) Annual Maintenance & Server / Domain Renewal Cost must be mentioned.
- (ii) The Bidders rate should remain same and valid for the period of contract from the date of acceptance of contract on successful award of the same.
- (iii) Work should be done within 30 working days from the receipt of the job order.
- (iv) GST Amount should be quoted separately.
- (v) In all cases of dispute the decision of the college will be final.

**Important Dates:-**

Sealed quotations will be dropped on all working days between 10.30 a.m. & 4.30 p.m. upto Monday 07/04/2025 in the Tender Box placed at the entrance of the Main Building.