



ବିଜ୍ଞାପିତ ଅଞ୍ଚଳ ପରିଷଦ, ବାଲିମେଳା



OFFICE OF THE NOTIFIED AREA COUNCIL, BALIMELA
Odisha, Pin -764051, e-Mail: - eonacbalimela@gmail.com

Letter No. 287 / 2024

Dated: - 19/02/2024

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 Balimela NAC (Housing and Urban development Department, Govt. of Odisha)

Executive Officer, Balimela NAC invites offer for the work proposed for the "Website Design & Development for Balimela NAC "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 Balimela NAC". Please ensure that your quotation reaches Balimela NAC not later than 26/02/2024 at 17.00 hours at Executive Officer, Balimela NAC , Balimela Dist-Malkangiri Odisha, Pin-764051 **through Registered Post / Speed Post / by hand**.
Tender documents can be downloaded from - <https://malkangiri.nic.in/>

19-02-2024
Executive Officer
Balimela NAC

Date. 19/02/24

Memo No. 288 /

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

19-02-2024
Executive Officer
Balimela NAC

Date. 19/02/24

Memo No. 289 /

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

19-02-2024
Executive Officer
Balimela NAC

Date. 19/02/24

Memo No. 290 /

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

19-02-2024
Executive Officer
Balimela NAC

Memo No. 291/

Copy to the Office Notice Board for public information

Date. 19/02/24

19-02-2024

**Executive Officer
Balimela NAC**

Date. 19/02/24

Memo No. 292/

Copy forwarded to Chairperson, Balimela NAC for favour of kind information.

19-02-2024

**Executive Officer
Balimela NAC**

Date. 19/02/24

Memo No. 293 /NAC,

Copy forwarded to the DIO, NIC, Malkangiri for information & with a request to upload the same in the district portal for wide publication.

19-02-2024

**Executive Officer
Balimela NAC**

Dated:- 19/02 /2024

Memo. No. 294 / Dev/2024

Copy Submitted to the Under Secretary to Govt., I & PR Deptt., Odisha, Bhubaneswar for favour of kind information with a request to publish the above content in Two Odia Daily News Paper and one English News Paper for one day only and submit the bill in duplicate for making necessary payment at this end.

19-02-2024

**Executive Officer,
Balimela NAC**

Tender Schedule:

Tender Reference	No:
Name of the work	website Design and Development for Balimela NAC
Last Date and time for receipt of Tender offers	26.02.2024 at 17:00 PM
Time and Date of Opening Tender offers	27.02.2024 at 11.00 AM
Place of Opening Tender offers	Balimela NAC
Address for document submitted	Executive Officer, Balimela NAC At/Po/ -Balimela , Ps: Orkel ,Dist-Malkangiri,State-Odisha, Pin-764051
EMD	Rs.5000/- (DD / Term Deposit in Nationalize Bank in favour of Executive Officer, Balimela NAC payable at Balimela)

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

Maintenance Support:

15. The website module should have free support/facilitation for a period of 4 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, Balimela NAC, so as to reach within the specified period.
2. Executive Officer reserved to right to reject, 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 Balimela NAC 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 Balimela NAC .
7. Opening of the quotation: Quotation will be opened at Council Hall of Balimela NAC 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: Balimela NAC , reserve the right to ignore or reject any offer including the lowest without assigning any reason. The NAC Balimela 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. Balimela NAC 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 of minimum value of Rs.50000/- (fifty thousand 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:

26/02/2024 at 17.00 hours

19-02-2024
**Executive Officer
NAC, Balimela**