

# ASSAM SCIENCE TECHNOLOGY AND ENVIRONMENT COUNCIL

(Department of Science & Technology, Govt. of Assam)

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## NOTICE INVITING QUOTATIONS

Sealed quotations along with non-refundable I.P.O of ₹20/- or court fee of ₹8.25/- or DD of ₹20/- in favour of "Director, ASTEC" are invited by the undersigned from Govt. Registered company/agency or empanelled firm with valid trade license from local statutory authority for development of "Knowledge Management Portal on Climate Change". The quotation should reach the undersigned on or before 2:00 PM of 10/02/2020 and the same shall be opened at 3:00PM of 10/02/2020. The rate should be quoted inclusive of all applicable taxes (i.e. Income Tax, GST & other duties as applicable).

**Description of the work to be executed:** The portal will be an explicit and systematic management of vital knowledge on climate change and its impacts on various resources, natural processes and human beings through collection of information and expertise from existing government departments, institutions, academicians, think tanks, leaders and activists in the field of climate studies. The portal is a conscious strategy to extend knowledge of climate to the people and put information into action in ways that strive climate resilient adaptations and mitigation.

**Designing of Knowledge Management Portal on Climate Change:** The portal will be hosted by NIC on Linux server. The work involves designing of the portal as per the design criteria of NIC which has to be fulfilled for the successful completion of the work.

<p>Scope of Work</p>	<ul style="list-style-type: none"> <li>➤ Creation of a dynamic website with International standards</li> <li>➤ Database driven approach, Open Source based and use of latest software.</li> <li>➤ Maintenance of website: The vendor has to deploy sufficient technical persons to maintain and update the website. The website has to be updated in order to accommodate any future changes and requirements e.g. contents etc.</li> <li>➤ Transfer and editing of existing content as available in soft copy in to the website.</li> </ul>
<p>Features of the Website</p>	<p>The website must follow and comply with all the guidelines for Government of India Indian Websites to ensure proper standardization of all content. Website needs to be designed with all dynamic features on Open Source Platform for up-gradation and prescribed web accessibility features as below:</p> <ul style="list-style-type: none"> <li>➤ The system should strictly conform to the Guidelines for Indian Government Websites (GIGW) and W3C guideline.</li> <li>➤ Least site opening time</li> <li>➤ Clean and Professional design</li> <li>➤ Search engine-friendly website</li> <li>➤ Automated customized reply systems through emails.</li> </ul>

	<ul style="list-style-type: none"> <li>➤ Multiple banner of inner page.</li> <li>➤ All items should be appropriately aligned on the pages and layout should be consistent on all the related pages.</li> <li>➤ Support Video Content without Plugins.</li> <li>➤ Secure website and support encryption.</li> <li>➤ Provision of standard security system to protect from hacking</li> <li>➤ The website should be compatible with all common browsers like IE, Firefox, Chrome etc.</li> <li>➤ The website should support responsive page design compatible to multiple size screens (computer, tablet, mobiles and any other)</li> <li>➤ Website's navigation scheme and features should allow users to find and access information effectively and efficiently.</li> <li>➤ Should support HTML5, CSS3, Java Scripts Framework like JQuery and other necessary futuristic frameworks</li> <li>➤ Industries standard database ( RDBMS , MySQL , PostgreSQL )</li> <li>➤ The system should be Operating System Independent</li> <li>➤ Social Media</li> <li>➤ 99% application uptime availability guarantee</li> <li>➤ 24x7 hosting and management of the application</li> <li>➤ Data backup and recovery</li> <li>➤ Disaster recovery</li> <li>➤ Regular updates in application</li> <li>➤ Any other useful features</li> </ul>
<p>Important guidelines</p>	<ul style="list-style-type: none"> <li>➤ All copyrights of the site and content will belong to the Assam Science Technology and Environment Council (ASTECC), the vendor has to share source code of product with ASTECC from time to time.</li> <li>➤ All material/ product and related codes would be property of ASTECC and vendor would have no claim over the same in future.</li> <li>➤ All content should be stored and kept confidential and vendor should not reuse/ replicate/ transfer the same to anyone else.</li> <li>➤ The vendor should provide all admin/ user manuals.</li> <li>➤ The vendor should also provide support for all future upgrades/ initiatives of ASTECC related to this website.</li> </ul>

### Terms & Conditions:

1. Photocopies of certificates in support of Govt. registered company/agency or empanelled firm is to be attached along with the bid document.
2. GST number is to be mentioned clearly (photocopies of supporting documents are to be attached herewith), otherwise quotation will be rejected.
3. The portal has to be developed within 90 days from the date of issue of work order.
4. 90% payment will be made on deliverance of satisfactory work and balance 10% shall be released after successful completion of 3 months of the portal however Director, ASTEC reserves the rights ~~direct the developer~~ <sup>KL</sup> to add contents to the portal within the mentioned period
5. Rate should be quoted in rupees inclusive of all applicable taxes and other applicable charge (in any). Application charge will be deducted at source, for which, necessary tax deduction certificate will be issued to the supplier as and when asked for.
6. Any disputes whatsoever will be confined under the jurisdiction of Gauhati High Court, Guwahati only.
7. The Director, ASTEC reserves the rights to accept any offer that would be advantageous to the Council or reject any or all quotations without assigning any reason thereof.
8. Proof of experience of one similar work done for Government agency / PSU with Security Audit certificate from CERT-in empanelled third party agency costing not less than ₹5 lakh in last 5 years (minimum 3 work order/agreement from Govt. agencies/departments to be provided).
9. Consortium bid not allowed.

1  
Director  
ASTE Council

### Copy to:

1. Notice Board: for circulation.
2. The Director, DIPR, Govt. of Assam, Dispur for information and necessary action.
3. Website: for publication
4. The Deputy Finance & Accounts Officer, ASTEC for necessary information.
5. Office file.

*[Signature]*  
Director  
ASTE Council

*Webmaster  
M. Upload  
AS  
17/1/2020*

*KL*