



# ADVERTISEMENT PUBLISHED



**भारत सरकार, अंतरिक्ष विभाग/Govt. of India, Dept. of Space**  
**भारतीय अंतरिक्ष अनुसंधान संगठन/Indian Space Research Organisation**  
**भारतीय सुदूर संवेदन संस्थान/Indian Institute of Remote Sensing**  
**4, कालीदास रोड, देहरादून-248001/4, Kalidas Road, Dehradun-248001**  
**उत्तराखण्ड/Uttarakhand**  
**दूरभाष/PH: 0135-2524318/4317, फैक्स/FAX: 0135-2748041**  
**ई-मेल/E-mail: pns@iirs.gov.in**



**सत्यमेव जयते**

**निविदा आमंत्रण सूचना/Notice Inviting Tender**

भारत के राष्ट्रपति की ओर से भारतीय सुदूर संवेदन संस्थान, देहरादून द्वारा निम्नलिखित के लिए दो भागों में मोहरबंद बोलीयां आमंत्रित की जाती हैं।  
 On behalf of President of India, Indian Institute of Remote Sensing, Dehradun invites Two Part sealed tender for the followings.

क्र.सं./ Sl. No.	निविदा सं./Tender No.	विवरण/Description	मात्रा/Qty.
1.	जी.आई.आर.एस. 2016000102-01 /GIRS 2016000102-01	आईबीआईएन वेबसाइट के रख-रखाव और अद्यतन हेतु वार्षिक रख-रखाव अनुबंध (विस्तृत विवरण/विनिर्देश, निबंधन एवं शर्तें निविदा प्रलेखानुसार)/Annual Maintenance Contract for Maintenance and Updation of IBIN Website (Detailed Specifications, Terms & Conditions as per tender documents)	01 कार्य/01 Job

निविदा शुल्क/Tender Fee	₹ 568/- (निविदा शुल्क ₹ 500 + मूल्य वर्धित कर 13.5 प्रतिशत की से/ ₹ 500/- Tender Fee + VAT @ 13.5%)
निविदा प्रारूप जारी करने की तिथि/Starting date for issue of Tender Forms	19.07.2016 से/From 19.07.2016
निविदा प्रारूप जारी करने की अंतिम तिथि/Last date for issue of Tender Forms	29.08.2016 12:00 बजे तक/upto 12:00 hrs
निविदा स्वीकृति की नियत तिथि/Due date for Receipt of Tender	30.08.2016 14:00 बजे तक/upto 14:00 hrs
तकनीकी बोलीयां खोलने की तिथि/Date of opening of Techno-commercial Bids	30.08.2016 15:30 बजे/ 15:30 hrs

निविदा प्रपत्र किसी भी अनुसूचित बैंक से देहरादून में भुगतान योग्य, वेतन एवं लेखा अधिकारी, आई.आई.आर.एस. के पक्ष में जारी ₹ 568/- का डी.डी. जमा करके कय एवं भंडार अनुभाग, आई.आई.आर.एस. से किसी भी कार्यदिवस में प्राप्त कर सकते हैं अथवा [www.iirs.gov.in](http://www.iirs.gov.in) से डाउनलोड कर सकते हैं। यदि निविदा दस्तावेज वेबसाइट से डाउनलोड किया गया है, तो ₹ 568/- का डी.डी. जो वेतन एवं लेखा अधिकारी, आई.आई.आर.एस., देहरादून के पक्ष में देय हो, बोली के साथ अवश्य संलग्न करें।

Tender forms can be purchased from Purchase & Stores Section, IIRS on all working days on payment of ₹ 568/- in the form of DD drawn in favour of Pay & Accounts officer, IIRS Dehradun payable at Dehradun or can be downloaded from [www.iirs.gov.in](http://www.iirs.gov.in). When tender forms are downloaded, DD for ₹ 568/- drawn in favour of Pay & Accounts officer, IIRS Payable at Dehradun shall be attached with tender document.

निदेशक/Director

AMAR UJALA (HINDI), DATED : 20/07/2016

THE HINDU (ENGLISH), DATED: 20/07/2016

**GOVERNMENT OF INDIA  
DEPARTMENT OF SPACE  
INDIAN INSTITUTE OF REMOTE SENSING  
IIRS  
DEHRADUN  
PURCHASE & STORES  
INVITATION TO TENDER**

Ph No: 0135 - 2524317, 4318  
Fax 0135 - 2748041  
Email: pns@iirs.gov.in

Date :21/07/2016

M/s

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Our Ref No : GIRS 2016-000102-01

Tender Due: 14:00 Hrs ISTon 30/08/2016

Opening : 15:30 Hrs ISTon 30/08/2016

Dear Sirs,

Please submit your sealed quotation , in the Tender Form enclosed here along with the descriptive catalogues / pamphlets /literature ,superscribed with Our Ref.No. and Due Date for the supply of the following items as per the terms & conditions mentioned in Annexure( Form No: )

S.No.	Description of Items with Specifications	Unit	Quantity
1	Annual Maintenance Contact for Maintenance and Updation of IBIN Website. (Terms and conditions are attached)	JOB	1


DELIVERY AT: IIRS

MODE OF DESPATCH DOOR DLVRY

DUTY EXEMPTIONS

SPECIAL INSTRUCTIONS NIL

SPECIFIC TERMS

  
V.V. NARAYANAN KUTTY  
PURS. & STORES OFFICER  
For and on behalf of the President of India  
The Purchaser



GOVERNMENT OF INDIA  
DEPT. OF SPACE, GOVT. OF INDIA  
INDIAN SPACE RESEARCH ORGANISATION  
INDIAN INSTITUTE OF REMOTE SENSING  
No.4, KALIDAS ROAD, P.B.NO.135, DEHRADUN-248001

PURCHASE DEPARTMENT

NO.IIRS/P&S/GIRS-2016000102-01/PT-05/16-17

Dated : 20.07.2016

**SPECIAL TERMS AND CONDITIONS FOR SUBMITTING TWO PART BID**

1. This is a two part tender viz., Techno-Commercial Bid (consisting of Technical Specifications, Commercial terms & condition etc.) and Price Bid. Hence, quotation should be submitted in separate sealed covers super-scribing "Tender No. **GIRS-2016000102-01/PT-05/16-17, Due on 30.08.2016 at 15:30 hrs.** (Techno Commercial Bid) and Tender No. **GIRS-2016000102-01/PT-05/16-17, Due on 30.08.2016 (Price Bid) at 15:30 hrs.**
2. Both the sealed tenders (Techno commercial & Price bid) should be kept in one big cover super scribing **TENDER for AMC for Maintenance and Updation of IBIN Website etc.** against Enquiry No. **GIRS-2016000102-01/PT-05/16-17, Due on 30.08.2016 at 15:30 hrs.** and put in the Tender Box available in Purchase Division, IIRS or send by post within the due date and time prescribed.
3. Only Techno Commercial bid will be opened on the date of tender opening. The price Bids of those tenderers whose Techno Commercial Bids are found to be meeting our specifications / requirements will be opened in the presence of attending tenderers at the date and time to be notified later.
4. The Techno-Commercial Bid should have technical & commercial details only. No price should be quoted in the Techno-Commercial Bid.
5. Tender form can be purchased from Purchase & Stores Section, IIRS, Dehradun on all working days on payment of **Rs.568/- (Rs.500 + VAT@13.5%)** drawn in the form of Demand Draft in favour of Pay & Accounts Officer, IIRS payable at Dehradun through a request or Tenderer can download the tender documents from the website ([www.iirs.gov.in](http://www.iirs.gov.in)) When Tender form is downloaded DD for **Rs. 568/- (Rs.500 + VAT@13.5%)** drawn in favour of Pay & Accounts Officer, IIRS payable at Dehradun shall be attached along with the technical bid.
6. Late & Delayed Tenders will not be acceptable.
7. Fax/e-mail offers shall not be considered.
8. All the pages of your offer should be signed/initialed by competent authority and affixed with your company's seal.
9. EMD of **Rs. 50,000/-** to be submitted along with the quotation in the form of Crossed Demand Draft drawn on any Nationalized / scheduled bank in favour of Pay & Accounts Officer, IIRS, payable at Dehradun Quotation received without EMD will not be considered. The EMD of unsuccessful bidder will be returned after finalization of order.

  
Purchase & Stores Officer

**ANNUAL MAINTENANCE CONTRACT FOR MAINTENANCE AND UPDATION OF  
INDIAN BIO-RESOURCE INFORMATION NETWORK (IBIN) WEBSITE**

Quotations are invited for the Annual Maintenance Contract (AMC) for maintenance and updation of Indian Bioresource Information Network (IBIN) websites. The website ([www.ibin.gov.in](http://www.ibin.gov.in)) is hosted and running from IIRS campus. It covers all aspects of uploading of fresh data, re-arranging old data, designing of banners/header/icon/layout, programming in Joomla/Drupal, PHP and JavaScript/JQuery with database connectivity, and continuous maintenance of the website on day to day basis. The AMC period shall be for one year, from July 1, 2016 to June 30, 2017, extendable to a maximum of two more years, subject to satisfactory performance.

**Contents**

- 1. General**
- 2. Technical scope of work**
- 3. Terms and conditions for the requirement of manpower onsite for website maintenance & updation**
- 4. Bidding Procedure**

**Annexure A: Format for submitting the technical bid**

**Annexure B: Format for submitting the financial bid**





## 1. General

### 1.1 About Website (www.ibin.gov.in)

Indian Bio-resource Information Network (IBIN) is a de-centralized bio-resource database based on distributed architecture. It works on the principle of spatial data infrastructure wherein distributed databases available across the country are accessed through one single window gateway.

The current website is based on LAPP (Linux, Apache, PostgreSQL and PHP) web stack with Joomla being used as CMS. It has following modules developed using Free and Open Source Software for Geoinformatics (FOSS4G) tools:

- **Species** – This component provides the list of species from the IBIN database. The end user can search about the species through IBIN web application in three ways – search through the kingdom of species such as plants, animals, flora and fauna, search by species name sorted in the alphabetical order, or search by entering the scientific name and/or common name of a particular specie. The search function can be filtered according to richness, title, public and BRICs (Bio-resource Information Centre, that provides data to IBIN). This searching function results in the detail of species like its base elements, medicinal use, habitat, location, distribution, etc.



Figure1: Species Search Module

25/7/16

- **Map Species Search** – This component shows the geographical distribution of the searched specie in the form of grids on map panel. This map panel contains Google map, OGC Web Map Services (WMS) like Bhuvan Raster Map, Vegetation Type, Fragmentation Type, Disturbance Index, Biological Richness map of India, etc. For WMS services, Geoserver open source software is used.

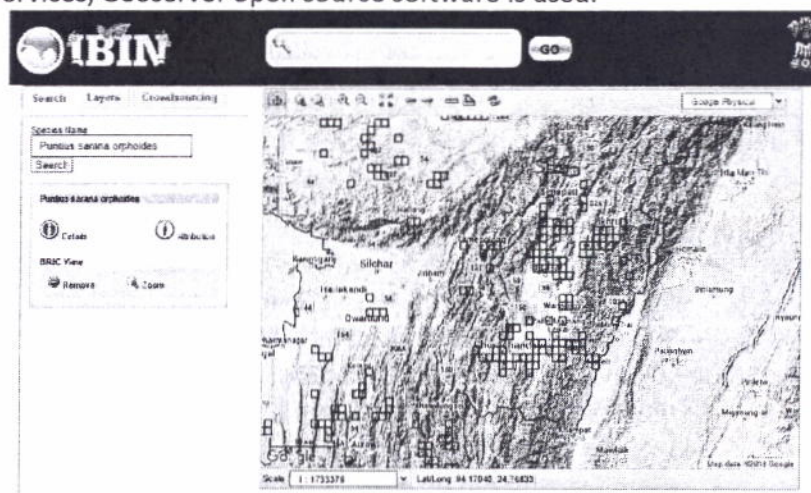


Figure 2: Map Search Module

- **Chemical** – This component provides the list of chemicals from the IBIN database. The chemical details, include genes and chromosomes information which provides a basic idea of the status, affinities and relationship of taxa which serve as prerequisites for undertaking any breeding programme. The list of chemicals are arranged in an alphabetical order so that the end user can view the particular chemical, and the searching function is also provided to search by the chemical name.

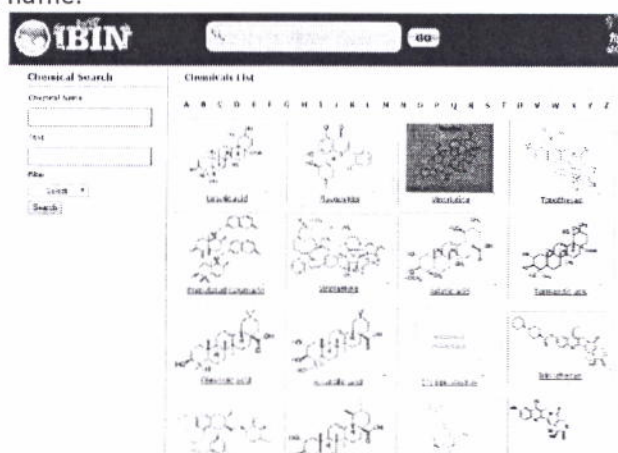


Figure 3: Chemical list Module

- **Checklists** – This component displays the list of all checklists from the database. The checklist contain a summarized list of species bounded by a thematic scope often constrained to a particular geographic area.

25/7/16



Title	Taxa	No. of Species	Place Name
test	Birds	0	test
Checklist of Birds of Arappa - Kallar	Birds	252	Arappa, Kallar, Ponnudi
Arappa, Kallar		170	
		205	
Checklist of Birds of Karnataka	Birds	563	Karnataka
Checklist of Birds of the Eastern Himalayas	Birds	799	Himalayas
Checklist of Coastal Dune Flora from Bellurdu Village, Padulthitta, India	Higher Plants	41	Bellurdu Village
Checklist of Lichens and Lichenicolous Fungi of Karnataka	Fungi and Lichens	177	Karnataka
Checklist of Birds of India	Birds	1359	India
Checklist of Hymenoptera of Punjab	Insects	30	Punjab

Figure 4: Checklist Search Module

- **Field Guides**- This component displays the list of identification kits from the database. The identification kits are categorized into Pathanga Suchya, Phyllanthus Identification and Rattans Identification. Pathanga Suchya offers taxonomic key to the identification of species of butterflies through its dorsal color, ventral color, antenna, tail, wing margin, patches, stripes and eye-spots. Phyllanthus Identification identifies the tree through its tree and leaf, shrub through its fruit, leaf, flower, branches pattern and stipular spine, and herb through its fruit, leaf and cataphyll.

Figure 5: Field Guide Module

## 2. Technical Scope of Work (AMC)

- 2.1 Maintenance of the website as per government of India guidelines (<http://web.guidelines.gov.in>).
- 2.2 Regular updation of web pages.
- 2.3 Web page layout /design creation and updation.
- 2.4 Addition, deletion and updations of text, graphical contents and animations as per defined template.
- 2.5 Ensuring uptime of 99.99% and 24x7 availability of website.
- 2.6 Find, diagnose, and fix Web site problems and errors, including broken links (both internal and external) and formatting inconsistencies.

25/7/16

- 2.7 Fixing website vulnerabilities on urgent basis (2 hours response and 4 hours resolution) as and when need arises.
- 2.8 Ensuring that the site is free from Open Web Application Security Project (OWASP) ([www.owasp.org](http://www.owasp.org)) top 10 vulnerabilities at all times.
- 2.9 Annual security audit of website by CERT-In empanelled auditor as per OWASP top 10 vulnerabilities criteria is also part of scope of work. The scheduled time for carrying out website security audit will be intimated well in advance to allow making necessary arrangements at vendor's end.
- 2.10 Checking for code compatibility and modifying code, if required, due to vulnerabilities reported in any of the software/packages (Apache, PHP, PostgreSQL, JQuery and Drupal/Joomla) being used in the website. This activity is to be performed as and when new patches/security fixes are released. First testing of new patch/security fix should be done at the vendor end on their local setup having same configurations as the live servers. Implementing the same on main website servers should only be performed after successful testing and verification by the vendor on their local servers.
- 2.11 Automatic syncing of backup server- Simultaneously updating the staging/backup server for IBIN website, and also ensuring that it is in synchronization with the main server at all times. Access to backup/standby server will be provided.
- 2.12 The maintenance of forthcoming replica of Bhuvan primary and thematic services to be made available from IBIN portal at IIRS will also be part of scope of work.
- 2.13 Maintain backup of the website including database backup on a daily basis or on updates (incremental backup). Monthly backup of server configuration files, web and database log files also need to be maintained. The storage space will be provided.
- 2.14 Recovery from backup, in case of any emergency is to be provided by the vendor within 12 hours.
- 2.15 Monthly submission of reports on website traffic/visitor statistics like page views, visits, unique visitors, pages visited, popular pages, List of referrers, top downloads, geographical location wise report, highlighting website traffic peak hours etc.
- 2.16 The website should be optimized for load time, response time, navigation and search. The optimization should cover all the areas like HTML, CSS, GRAPHICS, and PDF etc., to involve smaller page size and faster downloads.

  
25/7/16



### 3. Terms and Conditions for the requirement of manpower onsite for website maintenance & updation

3.1 AMC holder must depute a minimum of **one expert** onsite and extend additional supervisory or technical support from his office whenever required. Expert will work at IIRS, Dehradun, from 9.00 to 18.00 hrs on all working days, and in case of emergency, on holidays, if required, as per scope of work.

3.2 The minimum qualification of person should be M.Sc. (CS/IT/Geoinformatics) or M.Tech (Geoinformatics) or MCA with 02 (two) year's experience in Joomla/Drupal CMS, JavaScript, JQuery, PHP, MySQL/PostgreSQL and developing database driven web applications. Person should also have experience in website maintenance, administration & management, uploading of web pages, etc. The backend support from the bidder's office for website design and multimedia contents needs to be provided.

**Desirable Qualification:** Person should have experience in designing and developing Web based GIS (Geographic Information System) applications using FOSS4G tools (Geoserver, Mapserver, PostgreSQL/PostGIS, OpenLayers, Leaflet and Geonetwork) and Creating & publishing OGC compliant WMS and WFS services.

3.3 The curriculum vitae of the person whom the vendor is planning to assign this work along with the contact details of the focal point who will be coordinating the website AMC services from bidders office needs to be submitted after the award of contract.

3.4 IIRS will conduct interview of the expert deployed to check the competency and experience to handle the tasks as mentioned in the section 2 i.e. technical scope of work.

3.5 IIRS will provide the office space and equipment to work on the maintenance of the websites including hardware's like computers, printers, scanners and storage devices etc. IIRS will also provide, through the officer-in-charge, all the inputs for uploading and maintenance of the website. The work of uploading and maintenance of the website will have to be done within the specified office space provided by IIRS and under no circumstances any information, inputs, software or hardware can be taken out of the IIRS premises.

3.6 Day to day attendance in a prescribed register will be marked, which shall form the record for the release of payment. Proportionate amount will be deducted for absenteeism.

3.7 In case of absence of the person deployed at IIRS due to leave etc, prior intimation should be given to the Officer-in charge of the IBIN website at least one week in advance. Additionally an alternate person of same qualification and experience must be identified and provided for the absence period by the bidder for the smooth running of the website.

- 3.8** The onsite expert deployed by the AMC holder will be carrying out the activities as mention in the scope of work section. The website professional cannot be replaced/ changed frequently without prior permission of the Officer-in-charge, IBIN Website. Penalty on pro-rata basis (per day) will be imposed, in case of absence from duty without intimation/prior permission. Deliberate negligence of the task assigned, misuse and/or abuse of information or causing damage to the machinery/equipment of the IIRS may lead to the cancellation of contract.
- 3.9** Apart from the work mentioned in the scope of work section (Section 2) above, the personnel deployed would also require to carry out the following tasks:
- 3.9.1** Ensuring that updated information and services are available all the time at the website
  - 3.9.2** Programming including code repair, repairing broken links.
  - 3.9.3** Design & development of new modules/features including development of dynamic WebGIS based applications, database driven web applications, static HTML pages and multimedia applications on need basis.
    - 3.9.3.1** For any new requirements (mentioned above) the focal point identified by the bidder needs to submit a detailed technical proposal on the same at the earliest and also provide the time estimate for completion.
    - 3.9.3.2** The vendor will have to get the Security Audit Clearance Certificate from any CERT-In empanelled vendor for any new (above mentioned) work prior to making it live on the servers at IIRS. The cost will be borne by IIRS.
  - 3.9.4** Home page improvement, as may be necessary from time to time
  - 3.9.5** Fine tuning of the website performance
  - 3.9.6** Database administration and maintenance
  - 3.9.7** The website has to be guarded against any type of hacking/virus attacks.
  - 3.9.8** Monthly submission of the CMS Log and Audit trail reports.
- 3.10** It will be the responsibility of the AMC holder to ensure that the work assigned to the personnel deployed at IIRS is of high quality and is completed within the stipulated time.
- 3.11** In case of the delay in completing the assigned job within 24 hours from the time and date of report and if delay time increases beyond 48 hours, a penalty of Rs 1000/ for every 24 hours shall be imposed based on the recommendations of the Officer-in-charge, IBIN Website. This amount will be deducted from the running bills payable to the maintenance agency without any further correspondence on the matter.
- 3.12** During the AMC period, if scope of work is diversified requiring a different skilled man power than the one deployed, then the selected bidder shall

  
25/7/16



have to provide the requisite caliber person to IIRS and no additional amount will be paid. However the number of onsite support person can remain one.

#### **4. Bidding Procedure**

- 4.1** Bids are invited in two Bid systems, (1) "Technical Bid" and (2) "Financial Bid", which shall be sealed separately and enclosed in a single sealed envelope.
- 4.2** The Technical Bids of all the bidders will be opened on prescheduled date, time & venue. If the Bid opening could not held on prescheduled date, time, then all bidders/applicants will be informed individually about the rescheduled date & time.
- 4.3** The "Technical Bid" must be accompanied by a Bid Security in the form of an Earnest Money Deposit (EMD) of an amount of Rs. 50,000/- (Rupees fifty thousand) in the form of a Bank draft/Banker's Cheque, issued by any Nationalized Bank in favor of Pay and Account Officer (IIRS), payable at Dehradun.
- 4.4** No quotation shall be considered without the Earnest Money Deposit (EMD).
- 4.5** The Commercial Bids of only successful Technical Bidders will be opened later and technically successful bidders will be informed accordingly.
- 4.6** Sealed Bids shall be received within the last date and time mentioned. No bids will be accepted after this date & time under any circumstances. This office will not be responsible for any postal/courier delay and also for reasons beyond the control of this office.
- 4.7** All relevant rules and regulations of IIRS will be final and applicable & binding on all bidders.

#### **4.8 Eligibility/Qualification Criteria**

- 4.8.1** The bidder shall be registered company in India.
- 4.8.2** The bidder shall not have been black-listed by any state or Central Government or its agencies in India. A self-certification has to be provided for the same by the bidder.
- 4.8.3** Average annual turnover of the bidder should be more than Rs. 50 Lakh of past three financial years (2013-14, 2014-15, 2015-16)
- 4.8.4** The bidder whose services were not found satisfactory during past years for IIRS will not be considered.
- 4.8.5** The bidder shall have 5 year's experience, preferably in Geospatial website creation/development, maintenance & other related matters as given below:
  - 4.8.5.1** Development of at least two Geospatial websites.
  - 4.8.5.2** Bidder should be proficient in html, PHP, PostgreSQL, FLASH, XML and content management tools especially Joomla/Drupal.

  
25/7/16

#### **4.9 Required documents as a part of technical bid & place of service**

The bidder shall enclose copies of the following documents as a part of technical bid:

- 4.9.1** Registration or incorporation certificate
- 4.9.2** Service tax registration certificate
- 4.9.3** Income tax PAN number
- 4.9.4** Bidders experience in website/geoportal creation/development and maintenance activities
- 4.9.5** Purchase/work orders from at least two customers regarding creation and maintenance of websites/geoportals.
- 4.9.6** Letter from at least two customers regarding satisfactory performance of the bidder for providing services for websites/geoportals creation and maintenance.

The place of service shall be at IIRS, Dehradun.

#### **4.10 Period of validity of bid**

The bid shall remain valid for 60 days after the date of bid opening.

#### **4.11 Submission of Bids**

- 4.11.1** The first envelope shall be super-scribed with "**AMC for the maintenance of website**" and "**Technical Bid**" in capital letters.
- 4.11.2** The bidder should specifically provide full technical details of the service offered as per Annexure A and also shall provide full details of deviation they intend to make from the Scope of Work and contract terms detailed in the Bid.
- 4.11.3** No price details shall be given in this envelope. Violation to this would result invalidation of tender.
- 4.11.4** The second envelope shall be superscribed with the "**AMC for the maintenance of websites**" and "**Financial Bid**" in capital letters.
- 4.11.5** It shall contain full details of the price & commercial conditions. Any deviation from our standard conditions shall be specifically spelt out.
- 4.11.6** Silence or use of the word "Noted" against any of the Bid conditions shall mean bidder agrees to comply with that/those conditions of Bid.
- 4.11.7** All offers shall be made available in hard copies as per the Document and should be signed by the authorized signatory of the firm on all the pages of the hard copy.
- 4.11.8** The Financial Bid shall be submitted as per Annexure B.
- 4.11.9** No bid may be modified subsequent to the deadline for submission.

  
25/7/16



#### **4.12 Opening of Bids**

- 4.12.1** IIRS shall open the Technical bids on prescheduled time, date and venue in the presence of the bidders' representatives who choose to attend.
- 4.12.2** The bidders' representatives who will be present shall sign in the designated register evidencing their attendance. In the event of the specific bid opening date being declared a holiday for IIRS, the bid shall be opened at the same time and location on the next working day.
- 4.12.3** The Technical Bids shall be scrutinized later.
- 4.12.4** Only those firms whose offers are found technically suitable shall be informed of the opening date of the second envelop i.e. "Financial Bid" through email / mail.

#### **4.13 Evaluation of Bids:**

- 4.13.1** Incomplete offers will be rejected.
- 4.13.2** IIRS shall examine the bids to determine whether:
  - 4.13.2.1** They are complete
  - 4.13.2.2** Required supporting documents, etc have been furnished, and
  - 4.13.2.3** The documents have been properly signed.
- 4.13.3** Evaluation of bids shall be done based on the information furnished by the bidders. The conformity of the bids to the Scope of Work and commercial terms and conditions shall be examined. Responsiveness of the bid shall be determined based on the technical and financial capability of the bidder to execute the AMC.
- 4.13.4** IIRS will examine the bids to determine:
  - 4.13.4.1** The correctness of the information furnished by the bidder in its bid. In case any information is found to be incorrect/false, the bid shall be considered as non-responsive.
  - 4.13.4.2** IIRS may contact and verify bidder's information, references and data submitted in the bid without further reference to bidders.
  - 4.13.4.3** IIRS reserves the right to use and interpret the bids as it may, in its discretion, consider appropriate, when selecting bidders for granting of the letter of intent/ Notification of Award of contract.
  - 4.13.4.4** IIRS may waive off any minor infirmity or non-conformity or irregularity in a bid, which does not constitute a material deviation, provided such a waiving, does not prejudice or affect the relative ranking of any bidder.
  - 4.13.4.5** IIRS may seek clarification in writing from bidder by fax/email. Bidder shall promptly reply by fax/email within the time limit specified in the clarification letter from IIRS.

  
25/7/16

**4.13.4.6** The comparison shall be made of total price of the service offered exclusive of all taxes.

**4.14 IIRS's right to accept or reject any or all bids**

**4.14.1** IIRS 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 IIRS's action.

**4.14.2** The acceptance of tender will rest with IIRS which does not bind itself to accept the lowest bid and reserves itself the right to reject any or all the tenders received without the assignment of any reason.

**4.14.3** Canvassing in connection with tenders is illegal & strictly prohibited and the tenders submitted by the bidders, who resort to canvassing, will be rejected.

**4.15 Prices**

Price charged by the Bidder for any services under the AMC shall not vary from the prices quoted by the Bidder in its bid.

**4.16 Termination by default:**

**4.16.1** IIRS may, without prejudice to any other remedy for breach of Contract, by written notice of default sent to Bidder, terminate the AMC in whole or part:-

**4.16.1.1** If the Bidder fails to provide services/rectify the fault within the time period specified in the AMC or any extension thereof granted by IIRS,

**4.16.1.2** If the Bidder fails to perform any other obligation(s) under the AMC.

**4.16.2** In the event IIRS terminates the AMC in whole or in part, pursuant to Para above, the Bidder shall continue the performance of the AMC to the extent not terminated.

  
25/7/16



**ANNEXURE A: FORMAT FOR SUBMITTING THE TECHNICAL BID**  
**On the Letter Head of the Bidder**

1.	Name of Bidder		
2.	Address of the Bidder	Registered Office:	
		Head Office:	
3.	Key Contact(s) Details (including contact person, designation, address, telephone number, email and website)	Name:  Designation:  Address:   Telephone:  Fax:  Email:  Website:	
4.	Enclosure of Supporting Documents	Bidder Compliance Statement (Yes/No)	Deviation if any
	I. Registration or Incorporation Certificate		
	II. Whether black-listed by any state or central government or its agencies in India (self-certification has to be provided for the same by the bidder)		
	III. Service tax registration certificate		
	IV. Income Tax PAN Number		
	V. Average annual turnover of more than Rs. 50 Lakh of past three financial years (2013-14, 2014-15, 2015-16)		
	VI. Whether services of bidders were found satisfactory for past years for IIRS (attach proof)		

  
 25/7/16

VII.	Proof of bidders 5 year's experience, preferably in Geospatial website creation/ development (attach PO's/WO's as proof)		
VIII.	Purchase/work orders from at least two customers regarding creation and maintenance of websites/geoportals.		
IX.	Letter from at least two customers regarding satisfactory performance of the bidder for providing services for website/ geoportals creation and maintenance.		
X.	Proof of technical staff with proficiency in html, PHP,PostgreSQL, FLASH, XML and content management tools especially Joomla/Drupal		
XI.	Compliance to the technical scope of work mentioned in section 2 i.e. "Technical Scope of Work"		
5.	Your technical proposal for effective fulfillment of scope of work and technical specifications mentioned in scope 2 & 3		

This is to certify that the information provided above is correct.

Signature:

Name of the Authorized signatory:

Designation:

Office Seal:

  
25/7/16



**ANNEXURE B: FORMAT FOR SUBMITTING THE FINANCIAL BID**

**Name of Work: AMC of the Website**

S.No	Name of work	Period	Amount in Rs. (exclusive of Taxes)	Remarks, if any
1.	As mentioned in Section 2- Technical Scope of Work and Section 3- Terms and conditions for the requirement of manpower onsite at IIRS	One year		

NOTE: - The comparison of the financial bid shall be strictly followed as per the total annual price (exclusive of taxes etc) quoted by the bidder.

Signature:

Name of the Authorized signatory:

Designation:

Office Seal:

  
25/7/16