

Assam Biotechnology Council
(Science & Technology Department, Government of Assam)
Technology Incubation Centre, Amingaon, Guwahati -781031

ABTC/1.4/2023-24/283

Dated: 28.4.2023

**NOTICE INVITING QUOTATION FOR DESIGN AND DEVELOPMENT OF DYNAMIC
WEBSITE FOR ASSAM BIOTECHNOLOGY COUNCIL**

Sealed quotations are invited from the highly skilled professionals for the Design and Development of Dynamic Website for Assam Biotechnology Council. Quotations completed in all respects along with technical and financial bids should reach the office of the undersigned on or before 5th May 2023 up to 02.00 P.M. The quotations will be opened on the same day at 2.30 P.M.

About Assam Biotechnology Council

Assam Biotechnology Council is a registered Society under Societies Registration Act XXI of 1860 established in the year 2020 to implementing the various provisions under the Biotechnology Policy for the State of Assam.

Assam Biotechnology Council plans to have a dynamic website which will provides information on history and background of the Council and also furnishes the various incentives offered under the Biotechnology Policy for the State of Assam, application procedures, online forms , notices etc.

General Instructions to Bidders

1. The time for completion of the work shall be 15 days from the date of issue of the Letter of award.
2. The successful bidder shall be required to present several designs of output templates out of which some templates will be selected by the committee with/ without suggestions for changes which the bidder will have to incorporate.
3. The bidder must have (i) at least five years' experience of creating and managing quality websites. Documentary evidence by way of completion certificate should be produced in support of experience.
4. The bidder should be registered for GST (Copy to be enclosed).
5. The contractor shall not assign, transfer or sublet or attempt to assign, transfer or sublet, whether wholly or in part, any portion of the work to any other entity.

Scope of Work

1. The broad scope is to planning, requirement gathering, design, development and testing, delivering of the website and content management system

2. Assam Biotechnology Council reserves the right to amend/ add/ delete/ edit any content from the website.
3. The desired navigation structure, general functionalities and reference points for the design will be discussed with the successful bidder prior to start of work
4. The website design must be cross-browser and cross-OS compatible up to the most recent browser / OS versions. Support for three platforms: Desktop/Tablet or Notebook and Mobile form factors will be required.
5. Security: The vendor should provide for the following security features:
 - a. Tools for control and monitoring Website security
 - b. Protection against defacement, hacking
 - c. Design should incorporate security features to protect the site from Session Hijacking, Sql injection, Cross scripting, Denial of Service etc.
6. Vendor has to do the maintenance of the Website for a period of one year from the date of Commissioning of the website, which will include de-bugging of the website on their own as well as when reported. This maintenance will be considered part of the implementation process.
7. Technology: The entire website should be based on Web 2.0 based CMS like Drupal, Joomla etc. and preferably use Open Source Tools like LAMP, OpenLDAP etc.
8. The website should have a well-designed with white/pastel background, light colors, a neat, uncluttered look and a user-friendly, easy-to-navigate layout.
9. Website features

This website will enable internal and external users to obtain information on

- ✓ Assam Biotechnology Council
- ✓ Various Incentives/Provisions under the Biotechnology Policy for the State of Assam
- ✓ Details on procedures to be observed for getting incentives under the Biotechnology Policy for the State of Assam, sanction and disbursement schedule.
- ✓ Online Applications Formats
- ✓ Any other information

Important guidelines

1. The vendor has to share source code of the website with ABTC.
2. All material/product and related codes would be property of ABTC and vendor would have no claim over the same in future.
3. All content should be stored and kept confidential and vendor should not reuse/ replicate/ transfer the same to anyone else.
4. The vendor should provide all admin/ user manuals

Sd/-

Chief Executive Officer
Assam Biotechnology Council

PROFORMA FOR TECHNICAL BID

Details of the Bidder:

1.	Name of Firm/Agency and its Address:	
2.	Registration Number:	
3.	Telephone No. (Landline):	
4.	Mobile No.:	
5.	Email Address:	
6.	Name & Address of Branch, if any:	
7.	Type of Organization: (Whether proprietorship/ partnership/ society/Private Limited/ Public Ltd. or Co- operative body etc., attach proof)	
8.	Name of Proprietor / Partners / Directors of the Organization:	
9.	Details of PAN & GST(attach Document)	
10.	At least five (05) years of experience in website design & development. (Certificates need to be attached)	
11.	Certificates / Undertaking to the effect that the bidder had never been blacklisted by any of the Government Organisation / Agencies.	

**Name and signature of the authorized person
of the firm along with seal**

**PROFORMA
FOR FINANCIAL BID**

SN.	DESCRIPTION	COST IN RUPEES
1.	Design & Development costs	
2.	Maintenance Charges for 01 (One) year	
3.	Licenses costs, Software costs etc., if any	
4.	Other charges, if any	
5.	GST and taxes, if any	
6.	TOTAL COST:	

