

OFFICE OF THE EXECUTIVE OFFICER
DIGHA SANKARPUR DEVELOPMENT AUTHORITY
(A Statutory Authority under Government of West Bengal)
Digha New Township :: Purba Medinipur :: Pin - 721463

Ph.: (03220) 299901, Fax-299902, e-mail : eodsda@gmail.com Web.: www.dsda.org.in

NOTICE INVITING TENDER/NIQ/EOI/RFP NO. : 012/DSDA/ OF 2024 - 2025

EOI for maintenance & re-designing of official website of DSDA

Sealed EOI through Double **Bid System** on behalf of the Digha Sankarpur Development Authority is hereby invited from reliable, resourceful, bonafide and experienced Software Companies specializing in Website Development for maintenance & development of official website of DSDA.

Schedule of Dates :

Sl. No.	Activity	Date & Time
1	Date of Issue of NIT	: 04.09.2024
2	Last date of submission of NIT	: 12.09.2024 at 3.00 P.M.
3	Opening of Tender at the office of the Executive Officer, DSDA	: 12.09.2024 at 3.30 P.M.
4	Validity of bid	: 30 days w.e.f the date of opening of EOI.
5	Project completion period (for development)	: 30 days from the date of issuing of AOC.
6	Maintenance of the said website	: 01(year) from the date of issuing AOC.

3. Receiving of documents :

Relevant EOI documents must be submitted for participating in this EOI. If the mandatory documents are not submitted within the stipulated date & time, then bid of the applicant shall summarily be rejected and the bid offer shall not be opened. Original documents shall have to be shown if required by the authority. The Details of Mandatory Documents are given below :

- i) Name and address, registration in detail of Individual/Agency with name of proprietor or partner etc.
- ii) Application Form with **Annexure -I**
- iii) PAN Card.
- iv) GST registration certificate.
- v) Credential Certificate.

General Terms and Conditions :

- Website must be designed as per the guidelines given by the Department of Information Technology, Govt. of West Bengal.
- The said website shall be in dynamic.
- Website design should be done in consultation with DSDA and should be done after studying requirement analysis undertaken by bidder in consultation of DSDA in order to support to

incorporate legacy data.

- Front end design to be demonstrated before finalization in consultation with DSDA prior to development activity.
- Website should be customizable and configurable and should be user friendly.
- Latest technology to be used for the said purpose.
- The existing data of DSDA's website is to be migrated to the new system if any.
- Maintenance of the said website should be 01(One) year.
- Fully functional source code with details must be submitted to the office after successful completion of this project.
- DSDA reserves the right to accept or reject any or all EOI without assigning any reason whatsoever.



Executive Officer
Digha Sankarpur Development Authority
& Spl. Officer, U.D.&M.A. Deptt.

Memo No.: 1428 /DSDA/2024

Dated : 04.09.2024

Copy forwarded for information to:

1. The Hon'ble Chairman, DSDA & District Magistrate, Purba Medinipur.
2. The Hon'ble Vice-Chairman, DSDA & S.D.O., Contai.
3. The Block Development Officer, Ramnagar-I & II & Executive Officer, Ramnagar - I & II Panchayet Samity.
4. The District Informatics Officer, NIC, Purba Medinipur, Tamluk with a request to publish it in the official website of Purba Medinipur District.
5. Reception / Notice Board.



Executive Officer
Digha Sankarpur Development Authority
& Spl. Officer, U.D.&M.A. Deptt.

ANNEXURE - I

APPLICATION FOR EOI

To
The Executive Officer,
Digha Sankarpur Development Authority,
Digha :: Purba Medinipur.

Ref: - EOI for maintenance & redesigning of official website of DSDA

E.O.I.No. : 012 (Sl. No. ____)/DSDA/ 2024-2025.

Dear Sir,

Having examined the Technical cover, OID cover & all other EOI documents, I/we hereby would like to state that I/we will fully accept all your conditions and offer to execute the works as per EOI no stated above. I/We also agree to remedy the defects after/during execution of the above work in conformity with the conditions of contract, specifications, drawings, bill of quantities and addenda.

Dated this _____ day of _____ 202_____

Full name of Bidder / Contractor : _____

Signature : _____

In the capacity of : _____

Duly authorized to sign bids

for & on behalf of (Name of Firm) : _____

Office address with seal if any : _____

Telephone no(s) (office): _____

Mobile No : _____

Fax No: _____

E mail ID: _____

ANNEXURE - II
(Financial Bid)

Sl. No.	Description	Qty.	Rate	GST & other taxes if applicable	Total Amount
1	Maintenance & re-designing of official website of DSDA	Single Job			

Signature of the Bidder