



KERALA SHIPPING AND INLAND NAVIGATION CORPORATION LTD

(A Government of Kerala Undertaking)

38/924 A, Udaya Nagar Road, Gandhi Nagar, Kochi -682020.

Tel: 0484-2203614/2206232, Fax 2206848 www.ksinc.in, keralashipping@gmail.com

TENDER FOR DEVELOPMENT OF WEB SITE /WEB APPLICATIONS (Two Bid system)

Tender No.	S- /18/01 /2018 Dated 16.04.2018
Last date of submission	24.04.2018 03.00 PM
Opening of the bids	24.04.2018, 03.30 PM
Pre-bid meeting	No
EMD	Rs. 10,000.00
Cost of tender form	Rs.315.00 Inclusive of GST
Mode of bidding	Two bid system (Technical Bid and Price Bid).
Clarifications / queries	Raju V K, Company Secretaray 0484 -2206842 , csksinc@gmail.com



KERALA SHIPPING AND INLAND NAVIGATION CORPORATION LTD

(A Government of Kerala Undertaking)

38/924 A, Udaya Nagar Road, Gandhi Nagar, Kochi -682020.

Tel: 0484-2203614/2206232, Fax 2206848 www.ksinc.in, keralashipping@gmail.com

No.S-18/01 /2018

Date: 16.04.2018.

TENDER FOR DEVELOPMENT OF WEB SITE / WEB APPLICATIONS

Sealed bids are invited from reputed organisations for awarding the work of developing and maintaining the website / web applications of the company. Tender documents are available at the website of the company, <http://www.ksinc.in/tenders/index.php>. Completed tenders will be accepted till 1500 hrs on 24.04.2018. Received tenders will be opened at 15.30 hrs on the same day in the presence of renderers, if any present. The bid cover shall be super-scribed with '**Tender for website development**'.

Kochi

Sd/-

16.04.2018

Chairman and Managing Director



KERALA SHIPPING AND INLAND NAVIGATION CORPORATION LTD

(A Government of Kerala Undertaking)

38/924 A, Udaya Nagar Road, Gandhi Nagar, Kochi -682020.

Tel: 0484-2203614/2206232, Fax 2206848 www.ksinc.in, keralashipping@gmail.com

No.S-18/01/2018

Date: 16.04.2018.

TENDER FOR DEVELOPMENT OF WEB SITE / WEB APPLICATIONS

A. INTRODUCTION

1. **Kerala Shipping and Inland Navigation Corporation (KSINC)** is a Government of Kerala Undertaking with its Head office at Gandhi Nagar, Kochi-20. KSINC is engaged manufacturing and repairing sea going vessels, ferry services, transportation through backwaters, bunkering and conducting sea cruise operations for public tourists at the backwaters of Kochi.
2. KSINC is maintaining three web sites to meet different purposes. Two of them are up and running and one is just registered. We intend to update and develop these web site and web applications to meet modern standards and aesthetics.
3. This tender is for selection and appointment of an experienced and capable firm to handle the work. Scope of the work in detail is given in "Part F" of this tender.

B. GENERAL CONDITIONS OF TENDER

- 1) The bids shall be submitted in the prescribed form. Tender documents are available at the website of the company, www.ksinc.in. Interested bidders are required to download the bid documents and submit their bids as per the documents. The bidders are required to remit the tender form cost by way of cash at the cash counter of the company or by way of DD for Rs. 315.00(inclusive of GST) drawn in the name of "Kerala Shipping and Inland Navigation Corporation Ltd and payable at Ernakulam..
- 2) Individuals, partnership firms and body corporate can be participated in the tender. Joint bidding is prohibited. The bidder shall not be black listed by the central or state governments, PSUs or any other government agencies / organisations.
- 3) Before the deadline for submission of Bids, the KSINC may modify the specifications or the bidding documents by using addenda. Such modifications will be posted in the website of KSINC. **Interested bidders are requested to intimate their interest / seek clarifications by mail to csksinc@gmail.com.**

- 4) E.M.D for this tender is Rs.10,000.00 (Rupees ten thousand only), which is to be submitted along with the tender in form of Demand draft drawn in favour of “Kerala Shipping and Inland Navigation Corporation Ltd” payable at Ernakulam. The EMD can be remitted at the cash counter of the company as well. EMD carries no interest. The EMD also shall be furnished along with the technical bid. No exemption will be granted from furnishing EMD for what so ever reasons.
- 5) The bids shall be submitted under two bid system.
 - a) Part I, The “Technical bid” along with all details of bidders, their experience, their technical and other qualifications etc. **Following documents necessarily to be provided with the technical bid.**
 - (a) Details of Firm/Parties/Proprietor
 - (b) Copies of valid Registration Certificate & Permits/Licenses.
 - (c) Details of work already undertake, with satisfaction / performance certificate issued by the party
 - (d) Details of employees and equipments if any.
 - (e) Statement showing Financial capacity of the firm
 - (f) Proof of ESI/PF registration, Pan Card, GST registration.
 - (g) Copies of Income Tax Returns filed for the last three years.
 - (h) The tender for cost and EMD.
 - b) Part II - “Financial Bid” shall be in the same format as given in the Price Schedule attached here to as annexure II. A split of costs, if any, may be included with the price bid to enable better negotiations.
6. Both the bids shall be placed in separate sealed covers indicating/ super scribing the name of the work and “technical bid / price bid” as the case may be. Both covers thus sealed shall be placed in a third sealed cover, super scribing name of the work.
7. The bidder shall sign all pages of the tender document and the Annexure and attachments in acceptance of the Conditions of tender.
8. The bidder is required to quote as per the price schedule. Parties are advised to exercise greatest care in entering the rates. No excuse that mistakes have been made or request for rates to be corrected will be entertained after the quotations are received. All corrections, if any, should be initialled by the person signing the tender form before submission, failing which the rates for such items shall be loaded with the highest rate given by other renderers

9. The Company reserves the right to reject the bid if it is not as per the format, even if the bidder comes as lowest.
10. The rates shall be inclusive of all taxes, levies, cess, octroi or any other local, state or central taxes as applicable/ charged by local, state or Central Governments for the work. It shall also cover increase if any, of prices during the currency of the contract. The company shall not allow any enhancement in rates for any reason during the currency of the contract.
11. Duly filled and signed tender documents shall be submitted before the last date and time specified in the cover page of this tender document. The tenders shall be submitted to the following address. Name of the work shall be clearly written on the envelope.

The Managing Director,
Kerala Shipping and Inland Navigation Corporation Ltd
38/924-A, Udaya Nagar Road, Gandhi Nagar,
Kochi, Kerala – 682 020

12. Tender(s) received late on account of any reason, whatsoever may be the case and telegraphic tender(s) shall not be entertained.
13. **Validity:** The Offer shall remain valid for a period of two months from the date of opening of the price bid.
14. **All pages to be signed:** The Tender should be signed only by a duly authorized representative of the bidder, whose name and designation shall appear in Capital letters below the signature. All pages of the document shall be signed. This document in its entirety shall be signed and attached in token of acceptance of the terms and conditions.
15. **Tender opening:** Received tenders will be opened on the date and time mentioned on the cover/ 1st page of the tender documents. The technical bids will be opened on the same time. The financial bids of the qualified bidders will be opened later. The date and time of the opening will be intimated to the qualified bidders separately.
16. **Qualifying criteria:** The qualifying criteria for evaluation of the bids is described in Part C of this document. Bids of the parties who do not meet the qualifying criteria will not be evaluated further.
17. **Evaluation Criteria:** The technical and financial bids will be evaluated broadly on the criteria specified Part D and Part E respectively. The successful bidder will be selected after giving weightage to both technical and financial evaluation. The decision of the Corporation in the

matter arising out of this contract shall be final and binding in regard to all matters relating to the contract.

18. **Security Deposit:** The successful bidder shall be required to furnish a Security Deposit of 10% of the value of the contract or Rs.20000/- whichever is higher. For the AMC part value of the service for a year will be taken as the contract value for this purpose.
19. **Payment Terms:** The bidder may indicate the payment terms. The payment terms preferred by the company is as follows:
 - a. 10% advance along with the work order, against bank guarantee for equal amount.
 - b. 30% of completion and commissioning of the web application Nefertiti.
 - c. 30% on completion and commissioning of the web application Sagararani.
 - d. 30% on completion of the web site ksinc and the android / ios apps.
20. **Penalties:** If the successful bidder fails to commence the work within 10 days of the award of the work, or fails to complete the work in stages, the security deposit will be forfeited and additional penalty at the rate of 0.5% of the contract value, subject to a minimum of Rs1000/- , will be charged for each week of delay.
21. The contractor shall indemnify KSINC and its officials, from any risks and costs arising out of the tender and the subsequent work order.
22. The successful bidder will have to sign a contract agreement with the authorized official of the Corporation on non-judicial stamp paper worth Rs.200/- . The bidder shall bear all costs and expenses in respect of all charges, stamp duty etc., in respect of the agreement to be entered into.
23. All cases/proceedings relating to any dispute or claim arising out of or any case of performance of this contract shall be falling in appropriate court having jurisdiction in Ernakulam, Kerala.
24. Canvassing in any form may lead to disqualification of their bid.

C. ELIGIBILITY / QUALIFYING CRITERIA:

The qualifying criteria to participate in the tender are as follows. The technical bids will be evaluated further only if the firms meet this qualifying criteria.

1. The bidder shall be reputed firm / organization (Proprietary/partnership/company) with a minimum of three years experience in web design and maintenance.
2. The bidder should have valid registration for its business issued by Competent Authorities / Government such as company / partnership / proprietary registration, GST , income tax, ESi / PF etc. The party must furnish duly certified copies thereof in support of the above criteria.

3. The bidder shouldn't have been blacklisted by any government institution in the past three years nor should the bidder have been pursuing any legal case against a Government Institution on account of catering services. Attach self certificate / declarations.
4. The bidder shall be financially sound.
5. The bidder shall have a minimum annual turnover of Rs. 25.00 Lakhs during each of the last three financial years. In case of multi business firms, the turn from the web based applications business alone shall be considered for this.
6. The bidder shall have created /developed at least three web sites of similar nature during the previous two year period. Similar nature means web sites/ applications involved content management, user authentication, hierarchical administration, payment modules, user input modules, dynamic pages, database linking etc. Satisfaction report / certificate from the owners shall be attached in proof.

D. TECHNICAL BID EVALUATION.

1. Objective of the technical evaluation is to ensure that :
 - a. The tenderer have efficient technology, adequate capability, technical know-how and experience to carry out the intended work.
 - b. The bidder has adequate financial stability and status to meet the obligations under the contract, for which he is required to submit detailed report of similar work done & proof of payments.
2. Evaluation of the firms shall be conducted taking into account the below mentioned factors.
 - a. Possession of valid trade licenses and statutory registrations.
 - b. Availability of qualified manpower and equipments.
 - c. Previous works done and availability of certificates of satisfaction.
 - d. Financial status.
 - e. Location of the contractor.
 - f. Time required to complete the project.
3. KSINC reserves the right to choose any other criteria as may be applicable.
4. KSINC may choose to inspect the facilities of the bidder or previous works carried out before accepting the bids.

E. PRICE BID EVALUATION / AWARDING THE WORK

1. Price bid of those bidders who are eligible as per the technical evaluation only will be opened.
2. The work will be awarded after considering both the result of the technical evaluation and the amount quoted.

3. KSINC is under no obligation to accept the lowest bid or any offer itself and reserves the right to reject any or all the offers without assigning any reason whatsoever.
4. KSINC will not be obliged to meet and have discussions with any vendor and to entertain any representations on selection of the bidder to award the work.

F. SCOPE OF WORK:

1. This tender is for seeking service of designing, creating and maintaining web sites / web applications for the company. KSINC owns three websites: ksinc.in, sagararani.in and nefetiticruise.com. The first two websites are up and running, which need to be thoroughly redesigned. The third one is a new one.
2. The web site, ksinc.in is to provide general information about the company. The other two sites are to promote specific particular tourist vessels named Sagararani and Nefertiti and to facilitate reserving seats on them and other related matters. These sites are already registered in the name of the company.
3. **An app version** for the web applications for Nefertiti and Sagararani is required. The rates for which may be quoted separately.
4. This bid / tender is for development of the website / web application only. Charges for domain registration and hosting are nor part of the work and the cost. The developer may suggest cost effective way to host the developed sites / application.
5. The successful bidder (developer) also shall required to maintain them for three years. The maintenance charges are required to be quoted in the price bid. During this period, the developer is required to carry our modifications and upgradations as may be directed by the company. Substantial change in structure and / or insertion / addition of new features will not be treated as maintenance.
6. For changes in structure, insertion of new sections , addition of new functionalities, the bidder is required to provide his rate per man days. The man days required for each work will be mutually agreed to after discussions before confirming the work.
7. General features required for these web applications are given below:

		Ksinc	Sagararani	Nefertiti
1	Languages	English and Malayalam	English	English
2	Dynamic sites	Yes	Yes	yes
3	Database back end	yes	Yes	Yes
	Booking facility	No	Yes	yes
4	Payment receiving	No	Yes	Yes
5	Mobile / tablet versions	Yes	Yes	Yes

6	App version	No	Yes	yes
7	Feed back form	Yes	Yes	Yes
8	Social media connections (face book, whatsapp,twitter0	Yes	Yes	Yes
9	Standard sections	Home, about us, contact us, news, projects, tenders, appointments etc as required		

8. The development platforms shall be open source. Details of the platforms, frameworks, databases etc used for the project shall be specified in the technical bid.
9. The web applications shall be with all current security and data protection features.
10. The web sites / applications shall be as per guidelines of the Governments of Kerala and Government of India with cyber security features.
11. Notwithstanding anything stated in this document, The successful bidder shall carry out requirement identification and analysis, design, development, testing, implementation, Training and Maintenance of the websites / web applications.
12. If any diagrams, images, information etc are required for the website, it shall be sourced from the company or other legal sources. Any copy right issues shall be tackled by the developer and he is required to meet any royalty and / or copy right charges payable.
13. Prototypes (design interface) shall be got approved by the company before finalising the design.
14. We prefer the website shall be in compliance with the 'Guidelines for Indian Government web Portals and security audit by CERT-In empanelled agency, if possible.
15. The web applications sagararani and nefertiti shall have dual interfaces, that is full information on the booking etc shall be available to the admin users and limited/ selected information to the general public.
16. Quality testing and certification of the Web Portal is desirable. Details and cost for doing the same may be separately given in the price bid as an annexure.
17. The vendor will have to recognize and provide for the requirements of training to the staff of the company for running the websites / web applications
18. **The timeline required for the work shall be specified. We expect to complete work in two months from the date of issue of work order. Priority of completing the work will be in the order of Nefertiti, Sagararani, ksinc and apps in that order.**
19. All software code, materials, texts, figures, pictures etc used in the work shall be the property of the company.



KERALA SHIPPING AND INLAND NAVIGATION CORPORATION LTD

(A Government of Kerala Undertaking)

38/924 A, Udaya Nagar Road, Gandhi Nagar, Kochi -682020.

Tel: 0484-2203614/2206232, Fax 2206848 www.ksinc.in, keralashipping@gmail.com

No.S- 18/01 /2018

Date: 16.04.2018.

TENDER FOR DEVELOPMENT OF WEB SITES / WEB APPLICATIONS

Appendix-I

TECHNICAL BID

(To be filled and attached with the Part A - technical bid)

1	Name of the firm	
2	Constitution and registration number with date of registration	Individual / Partnership / Joint venture / Company
3	Address for communication	
4	Phone Numbers	
5	Contact person with mobile No.	
6	In case of out station firms, address of local office	
9	PAN No.	
10	GST No.	
11	Details of experience (completed / on going projects with satisfaction reports)	(details to be attached separately)
12	Details of manpower. <i>In case of large firms details of personnel likely to be allotted for the project only need to be given</i>	(details to be attached separately)
13	Experience With Govt./PSU (Certificates in proof to be attached)	Yes / No
14	Bank Name & Account Number	

15	Details of EMD furnished	
16	Any other relevant information	

(Add separate sheets wherever necessary).

Summary of financial data:

		2017-18	2016-17	2015-16
1.	Total turnover			
2	Turn over from website design and related works			
3	Turn over from other related works			
4.	Paid up Capital (<i>Owners fund in case of proprietary/ partnership firms</i>)			
5	Total liabilities			
6	Net worth			
7	Net profit			
8	Unpaid / contested statutory liabilities (if any)			

Verification:- The Applicant for engagement should be signed by the authorized signatory verifying that all the details furnished in the application are true and correct to the best of his/her knowledge and that in case of furnishing any false information or suppression of any material information would lead to rejection of application besides initiation of penal proceedings by the Corporation.

Place:

Signature of the Tenderer :

Date :

Name & Address :



KERALA SHIPPING AND INLAND NAVIGATION CORPORATION LTD

(A Government of Kerala Undertaking)

38/924 A, Udaya Nagar Road, Gandhi Nagar, Kochi -682020.

Tel: 0484-2203614/2206232, Fax 2206848 www.ksinc.in, keralashipping@gmail.com

No.S-18/01/2018

Date: 16.04.2018.

TENDER FOR DEVELOPMENT OF WEB SITES OF THE COMPANY

Appendix II – Price Schedule

(Amount in Indian rupees shall be stated in figures and in words. The price quoted shall be inclusive of all taxes, levies and other charges)

Cost of design, development and deployment of the website / web application ,ksinc.in. sagararani.in and nefertiticruise.com, complete in all respects.	Rs. _____ Rupees _____ _____ only)
Annual maintenance charges for three years (payable every year)	Rs. _____ per year Rupees _____ _____ only per year)
Charges for developing app version of sagararani and Nefertiti web applications (Andorid and ios versions)	Rs. _____ Rupees _____ _____ only)
Charges for adding new functionalities / features. (for web and app versions)	Rs. _____ per man day Rupees _____ _____ only)

I/We hereby certify that the rates quoted above are inclusive all rates, taxes, levies and other charges for the design, development and deployment of the three websites.

Place:.....

Signature:

Date:

Name:

Address: ,,,.....