



सत्यमेव जयते

F.No.10/40/2016-NCLAT

NATIONAL COMPANY LAW APPELLATE TRIBUNAL

3rd, Floor, Pt. Deendayal Antyodaya Bhawan, CGO Complex, Lodhi Road, New Delhi-110003.

Dated: 28th October, 2017

Subject: Inviting proposals from private persons/firms/companies for developing dynamic website from the existing static website of NCLAT i.e. <http://www.nclat.nic.in> on NIC portal.

National Company Law Appellate Tribunal (NCLAT) invites sealed quotations from reputed firms/companies who have sound knowledge as well as technical and financial capabilities for developing dynamic website. It has a functional website <http://www.nclat.nic.in> hosted by National Informatics Centre (NIC) as per following details.

Sl. No.	Description of works
1.	Developing of user friendly dynamic website from the existing static website of NCLAT i.e. http://www.nclat.nic.in (including one year maintenance of the dynamic website with rectification of errors, addition or upgradation of contents without any cost).
2.	Annual Maintenance Contract for two years after one year of developing dynamic website.

Last date & Time for Submission of bids: 27.11.2017 at 05.00 PM

Date/Time for opening of Technical Bids: 28.11.2017 at 03.00 PM

Date/Time for opening of Financial Bids: 04.12.2017 at 03.00 PM

Interested parties may submit their detailed proposal along with the certificate towards acceptance of the aforesaid terms of agreement, agency profile viz. documents in support of experience in the related field and any other document, which it may consider proper.

The prospective bidders are required to keep a watch on the website of the National Company Law Appellate Tribunal (www.nclat.nic.in), Ministry of Corporate Affairs (www.mca.gov.in) and CPP Portal (eprocure.gov.in) for any amendment to the tender notice or to the clarification to the queries raised by the bidder(s).

The Competent Authority reserves the right to reject the bids if they are submitted without taking into account these amendments/clarifications.

In order to allow the prospective bidders reasonable time in which to take the amendment into account in preparing the bids, the Competent Authority may at its discretion, extend the deadline for the submission of the bids.

The bids shall be submitted along with a crossed Demand Draft of a value of ₹10,000/- (Rupees Ten Thousand Only) towards the Earnest Money Deposit (EMD), drawn in favour of the “Pay & Accounts Officer, Ministry of Corporate Affairs, New Delhi”. The bids received without EMD or bids incomplete in any manner would be summarily rejected.

The EMD of the unsuccessful bidders would be returned after the finalization of the tender process. However, in the case of the successful bidder, the EMD would be returned only after the bidder deposits necessary Performance Security with this Tribunal.

The successful bidder is required to deposit an amount equivalent to 10% of the contract value as Performance Security by way of FDR of any Nationalized Bank, drawn in favour of the “Pay & Accounts Officer, Ministry of Corporate Affairs, New Delhi”, within seven days from the date of acceptance of the bid. The Performance Security would be refunded after a period of one year of the completion of the work.

After the acceptance of the bid, the successful bidder has to undertake the job specified in the Tender Notice under the overall supervision and guidance of the Competent Authority of this Tribunal.

The work has to commence within seven days from the date of award of the contract. The time allowed for completing the work will be two months from the date of commencement of the work.

Since time is the essence of the contract, the work awarded shall be completed by the bidder within the time specified in the tender notice. Failure to adhere to the time schedule specified in the tender notice, the Competent Authority shall, without prejudice to its other remedies under the Contract, deduct from the contract price, as penalty, a sum equivalent to 1% per day or part thereof until actual completion of work subject to a maximum of 10% of the contract value. Once the maximum is reached, the Competent Authority may consider termination of the Contract pursuant to Clause 12 of the Terms and Conditions annexed to the tender notice.

The bids will be opened in the presence of the representatives of the bidders, if any. **Requests for postponement will not be entertained.** The Competent Authority reserves the right to accept/ reject any or all bids either in part or in full without assigning any reasons thereof.

The contractor(s) shall not delegate, transfer or assign the contract or any part thereof without the prior written approval of the NCLAT. In the event of the contractors contravening this condition, the NCLAT is entitled to terminate the contract and recover any loss or damage which the NCLAT may sustain in the event of NCLAT entering into a new contract.

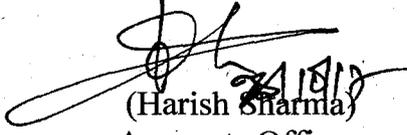
The bids shall be sent in two separate sealed covers super scribed as under:-

- (1) Technical Bid along with EMD for developing dynamic website.
- (2) Financial Bid for developing dynamic website.

The above two sealed covers shall be put in one sealed cover super scribed “**Bid for Developing Dynamic Website of NCLAT**” and sent by post/speed post/registered post or submitted at the Reception Counter. The bids shall be addressed to the “**Registrar, National Company Law Appellate Tribunal, 3rd Floor, Antyodaya Bhawan, Lodhi Road, CGO Complex, New Delhi – 110 003.**”

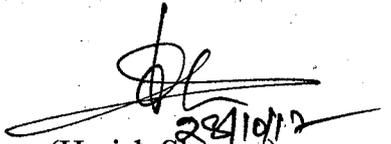
The acceptance of the bid would rest with the Competent Authority, National Company Law Appellate Tribunal, who does not bind itself to accept the lowest quotation and reserves the right to reject or partially accept any or all the quotations received without assigning any reason.

The detailed terms and conditions are enclosed herewith.


(Harish Sharma)
Accounts Officer

QUALIFICATIONS FOR TECHNICAL BID

- (1) The firm should be registered with relevant authorities (Registration with service tax, GST, PAN No. etc.) Self-attested copy of documents to be enclosed.
- (2) The bidder shall have at least three years' experience in the field of developing dynamic webpages and hosting/maintaining the websites on NIC portal. A list of such websites developed to be furnished with the proposal.
- (3) The bidders should sign and stamp each page of the bid document for acceptance of all the terms and conditions and the same should be enclosed along with the technical bid.
- (4) The annual turnover of the firm/company should not be less than ₹ 1 Crore per annum. Documentary evidence including name of the bankers and copies of the IT Returns for the last three years are to be enclosed.
- (5) The rates of taxes and duties, as applicable, should be clearly indicated wherever chargeable.
- (6) Attested copies of Partnership deed/copy of Memorandum and Articles of Association, as the case may be.
- (7) Name and address of all the Partners/ Directors/ Proprietors as the case may be.


(Harish Sharma)
Accounts Officer

PROFORMA FOR FINANCIAL BID

To

The Registrar,
National Company Law Appellate Tribunal,
3rd Floor, Pt. Deen Dayal Antyodaya Bhawan,
Lodhi Road, CGO Complex,
New Delhi-110003.

Madam,

I/We _____ (name of the contractor) am/are submitting the financial bid in a sealed cover for appointment as contractor at NCLAT for developing dynamic website and AMC of dynamic website for two years after one year of developing dynamic website.

I/We have thoroughly examined and understood the instructions given in the Notice Inviting Tender, Terms and Conditions annexed thereto, Qualifications for Technical Bid and agree to abide by them.

I/We undertake that I/We am/are not entitled to claim any enhancement of rates on any account during the period of the contract.

Sl. No.	Description of works	Rate
1.	Developing user friendly dynamic website from the existing static website of NCLAT i.e. http://www.nclat.nic.in (including one year maintenance of the dynamic website with rectification of errors, addition or upgradation of contents without any cost). The details of work as per annexure 'A'.	
2.	Annual Maintenance Contract for two years after one year of developing dynamic website.	

I/we agree to keep the offer valid for acceptance up to a period of one months.

I/We do hereby declare that the entries made in the tender document, all other appendices/schedules attached with it, the Technical Bid and the Financial Bid are true to the best of my/our knowledge and belief and also that I/we shall be bound by the act of my/our duly constituted attorney, Shri _____ whose signature is appended hereto in the space as specified for the purpose and of any other person who in future may be appointed by me/us to carry on the business of the concern, whether any intimation of such charge has been given to the Competent Authority, NCLAT or not.

Yours faithfully,

(_____)
Signature of Tenderer

Functionality Covered in Website:

- Preparation of the website (Both Hindi & English) as per GOI Guidelines for website.
- Rich User Interface based on framework like Bootstrap and user friendly feature.
- Enterprise Content Management System (ECM).
- Should support HTML5, CSS3, Java Scripts Framework like JQuery and other necessary futuristic frameworks.
- Design of the website as per the GIGW guideline and W3C guideline.
- Compatible to the browser like Chrome, Mozilla Firefox, Internet Explorer, Safari, Opera
- Should support responsive page design compatible to multiple size screens (computer, tablet, mobiles and any other)
- Advance search option like **Supreme Court Website and Others High Court Site**. Provision of Full text search in the website for all the content. On entering any keyword, the system must be able to search in all links, sub-links and sub sub-links and should provide links where that word is present. On clicking the link the content should be displayed.
- Fully Customized with Admin Panel.
- Cases Display board.
- **Administrator Section:** Website should have all facilities be available as below

Secure Login:

- Admin section must be protected by username and password and using encryption.
- At database level also password should be stored in encrypted format.
- After 5 consecutive wrong attempts the password should be reset and new password would be sent to administrator through email.
- **Links:** Administrator would be able to add/delete the links pertaining to Hindi/English in the website at any point of time from any location. The control for the same should so user friendly that a simple data entry operator should be able to update the links. There would be three types of links, File (link to a file i.e. Doc, PDF, JPG etc), URL (Link to some other website) and Content (Static information in rich text format). Also the administrator should be able to set the order in which the links would appear in the website.
- **Page Title:** For each link created the admin would specify the title of page.
- a. Link Validity:** For each link created the admin would specify the date by which the link expires. The default value should be never expires.
 - (i) **Ownership:** For each content the admin should specify the source of the content and owner of the content.
 - (ii) **Meta Data:** For each content the admin should specify the metadata
- b. Content Structure:** The admin should add links in the website. Now each link can be a main link. At the same time it can be a sub-link to some other link. Also simultaneously it can be a sub-link level to thus achieving complete flexibility.
- c. Feedback System:** The admin should be able to view all feedback received for a particular date or for duration. Now the admin should be able to send the reply for the same and email would be sent to the visitor's email address.
- d. Rollback options and add additional features according to Court website.**

e. Users Permission level (like particular page access to particular user with permission of admin).

f. For updating contents at user level must require authentication from admin level.

g. MIS Reports of causes (disposed off, pending, fresh)

Hosting of website on NIC server: The existing website is on NIC server.

Transfer and editing of existing content to new website

Translation of existing content into Hindi and editing the same

Security Audit & submission

Web Site uploading & Launch

Any other feature that may come to notice during the development process.