HITES/IT/Web/2018-19/003 **11th May'2018**

Sub: Redevelopment of HITES-Website

1. HLL Infra Tech Services Limited (HITES), a fully owned subsidiary of HLL Lifecare Limited (HLL), a GoI Enterprise invites offers for redevelopment & modification of it's web site (www.hllhites.com) along with AMC Support for a period of 04 years (beyond 1st Year) from reputed agencies based out from NCR under Two Bid System (Tech + Price)

2. The offer shall be submitted by 21-May'.2018 at 15.00 PM to the address mentioned below:

   Deputy Vice President (IT)
   HLL Infra Tech Services Limited (HITES)
   B-14 A, Sector 62, Noida- 201307, Ph - 0120 4071500

3. The offer shall include the following:
   - Envelope 1 :- Tech Bid / Eligibility Criteria Documents (Duly Signed & Stamped)
   - Envelope 2 :- Price Bid as per Annexure-1 (Duly Signed & Stamped)

   Both the sealed envelopes should be put in envelope mentioning the Tender Ref # & Citation addressed as mentioned in Sl. No. 2

4. The offer shall be valid for a period of 90 days from the date of opening of bid.

5. Period of completion of work: The work of Re-Design & configuration of web site is required to be completed in all respects within 45 days of award of PO.

6. Security Deposit: The selected bidder is required to submit 5% of the awarded value as interest fee security deposit, which shall be released only after a period of one year from the date of Go-Live.

7. **Scope of Work**

The **BROAD** scope of work is as follows:

- Website must have creative inputs in terms of design, visual appeal, navigation & view ability, including mobile version.

- The bidder must optimize the search engine for leading display in Internet searches.

- **The bidder would also require to provide hosting services on a server of international repute with a history of high uptime in excess of 99.5 %.**

- The contents of the website shall be in **English language**

- The Website should be best viewable with 1024 * 768 pixels/ resolution .

- Website would have main menus viz. ***Home page, About Us, Services offered, Photo Gallery, Careers, Tender , Contacts etc.***. There shall be provision to add more menus in future based on requirement

- The main menus of the website will also have sub pages.

- **The agency shall also maintain the website for a period of FOUR years, beyond the first year of Go-Live.**

- **There would a ADMIN Panel for HITES as well as 03 User Ids's with Secure Log –in for Tender Uploading by 03 Separate business Divisions of HITES.**

- The selected vendor would have to enter into a Contract Agreement with HITES , including Data Security & Integrity Pact.

- The content will be given by HITES to the selected agency for re-development of website

8. **Warranty:** The bidder shall offer warranty for the website for the 1st year, free of cost. It needs to quote separately for next 04(FOUR) years Annual Maintenance Contract.

9. Adequate Backup and Disaster recovery for reclamation of data in the event of Website Hacking, Natural Disaster or Uncontrolled Events.

10. The Party should be able to provide 24 X 7 support and in the event of emergencies, should be accessible and readily available.

11. Payment Terms:
    - 100% - After 30 days of successful deployment/ User Acceptance / Go-Live

12. **Eligibility Criteria :-**
    1> PAN
    2> GST
    3> Certificate Of incorporation ,
    4> PO – Software Development/ Web Site Development – Min 02 Nos. during last 03 completed FY's (Value – Rs.50,000 & Above)

13. **Format for Financial Bid – As provided in Annexture-1**

Annexure- 1

FORMAT FOR PRICE BID

Sl.	Item		Amount (Rs)	GST (Rs)	Total (Rs)
1	Re-development of website hosting & reliable server with 25 GB space.				
3	AMC Charges- Beyond 1st Year(incl. Hosting.	Year 2			
		Year 3			
		Year 4			
		Year 5			
Grand Total(INR)→>>>					

In words :-_____

Date :-

Signature & Stamp