

### Bid Document

<b>Bid Details</b>	
<b>Bid End Date/Time</b>	18-01-2022 18:00:00
<b>Bid Opening Date/Time</b>	18-01-2022 18:30:00
<b>Bid Life Cycle (From Publish Date)</b>	90 (Days)
<b>Bid Offer Validity (From End Date)</b>	75 (Days)
<b>Ministry/State Name</b>	Ministry Of Ports, Shipping And Waterways
<b>Department Name</b>	Na
<b>Organisation Name</b>	Indian Maritime University
<b>Office Name</b>	Chennai
<b>Item Category</b>	Design, Development, Implementation, and Maintenance of Websites, Web Portal, Web-Enabled Application and Mobile Apps - Open Source Solution (OSS)
<b>Contract Period</b>	9 Month(s)
<b>Minimum Average Annual Turnover of the Bidder</b>	4 Lakh (s)
<b>Years of Past Experience required</b>	3 Year (s)
<b>Past Experience of Similar Services required</b>	Yes
<b>MSE Exemption for Turnover</b>	Yes
<b>Startup Exemption for Turnover</b>	Yes
<b>SHG Exemption for Turnover</b>	Yes
<b>Document required from seller</b>	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC),Additional Doc 1 (Requested in ATC),Additional Doc 2 (Requested in ATC),Additional Doc 3 (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
<b>Bid to RA enabled</b>	No
<b>Time allowed for Technical Clarifications during technical evaluation</b>	2 Days
<b>Evaluation Method</b>	Total value wise evaluation

#### EMD Detail

Required	No
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#### ePBG Detail

Advisory Bank	State Bank of India
ePBG Percentage(%)	3.00
Duration of ePBG required (Months).	12

(a). EMD & Performance security should be in favour of Beneficiary, wherever it is applicable.

**Beneficiary:**

Registrar  
Chennai, Indian Maritime University, Ministry of Ports, Shipping and Waterways  
(K Saravanan)

**Splitting**

Bid splitting not applied.

**MSE Purchase Preference**

MSE Purchase Preference	Yes
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1. If the bidder is a Micro or Small Enterprise as per latest definitions under MSME rules, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria". If the bidder is OEM of the offered products, it would also be exempted from the "OEM Average Turnover" criteria. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
2. If the bidder is a Startup, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria". If the bidder is OEM of the offered products, it would also be exempted from the "OEM Average Turnover" criteria. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
3. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.
4. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid data sheet (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU / Public Listed Company. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.
5. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference for services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered service. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band defined in relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price.
6. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.
7. Past Experience of Similar Services: The Bidder must have successfully executed / completed at least one single order of 80 % of the Estimated Bid Value or 2 orders each of 50 % of the Estimated Bid Value or 3 orders each of 40 % of the Estimated Bid Value for similar service(s) in last three years to any Central / State Govt

Organization / PSU / Public Listed Company. Copies of contracts / work orders and documentary evidence of successful execution / completion in support of Past Experience of Similar Services along with names, address and contact details of clients shall be uploaded with the bid for verification by the Buyer.

**Additional Qualification/Data Required**

**Extendability of contract requirement:** Will be initially for 3 months for delivery followed by 6 months of stabilization period. It can be extended further for a period of 6 months. However, this will be at IMU’s prerogative, and not for reasons for Service Provider not having met the Delivery Period. Any extension will be against mutually agreed rates.

**Penalty Terms if different from Service SLA Documents:** As mentioned in Additional Terms and Conditions.

**Scope Of work:** [1641211868.pdf](#)

**Profile of Resources:** [1641211816.pdf](#)

**Penalties:** [1641211891.pdf](#)

**Mile Stone Based Deliverable & Payment Process:** [1641211997.pdf](#)

**This Bid is based on Least Cost Method Based Evaluation (LCS). The technical qualification parameters are:-**

Parameter Name	Max Marks	Min Marks	Evaluation Document	Seller Document Required
The Bidder in the similar business of Design, Development and Maintenance of Website above 3 years	20	0	<a href="#">View file</a>	Yes
Prior experience For National level educational institutes like IIT, IIM, NIT and Central Universities / State Universities or (b) For National level Private Sector Universities/ Higher Educational Institutions	40	0	<a href="#">View file</a>	Yes
Bidder’s certification - CMMI/ISO/CERT-IN empanelled Auditing Agency Certificate for Software/ Process/Infrastructure (Valid as on last date of Bid)	10	0	<a href="#">View file</a>	Yes
Presentation: a) Plan - for revamping the website b) Timeline c) Designation, experience and bio-data of Manpower for this project d) Demo of minimum 4 websites developed by the Bidder	10	0	<a href="#">View file</a>	Yes
Awards and Recognition By Government Agencies or By Other National Level Associations or equivalent	20	0	<a href="#">View file</a>	Yes

Total Minimum Passing Technical Marks: 60

**Pre Bid Detail(s)**

Pre-Bid Date and Time	Pre-Bid Venue
07-01-2022 15:00:00	Through Video Conference. Bidders shall register at IMU's website: <a href="http://www.imu.edu.in">www.imu.edu.in</a>

**Design, Development, Implementation, And Maintenance Of Websites, Web Portal, Web-Enabled Application And Mobile Apps - Open Source Solution (OSS) ( 1 )**

**Technical Specifications**

Specification	Values
<b>Core</b>	
Type of Solution	Open Source Solution (OSS)
Role of Technical Resources	Project Manager
Location of Deployment Of Resources	Onsite
Qualification of Technical Resources	B.TECH/B.E/MCA/MSc/MB A
Relevant Experience In Years	Minimum 3
Certifications of Tech Resources intended to be hired for execution of Project	PMP
STQC Certification	YES
Average Annual Turnover of last three financial years from similar IT Services/ IT operation	More Than Rs 50 Lakhs
Firms Quality Certification	CMMI Level 3
Manpower on roll of Service Provider / SPA	More than 10
<b>Addon(s)</b>	
AMC Duration in Year	1

#### Additional Specification Documents

#### Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Number of resources proposed to be engaged to accomplish project as per Mile Stone defined in the bid/contract/ stc	Additional Requirement
1	Sini Manchala	600119,INDIAN MARITIME UNIVERSITY-HEADQUARTERS, East Coast Road, Semmencherry, Shollinganallur Post, Chennai 600119	1	<ul style="list-style-type: none"> <li>• AMC Duration in Year : 1</li> <li>• Engagement Duration of resources in month to accomplish the project as per defined milestone : 3</li> </ul>

#### Design, Development, Implementation, And Maintenance Of Websites, Web Portal,

## Web-Enabled Application And Mobile Apps - Open Source Solution (OSS) ( 1 )

### Technical Specifications

Specification	Values
<b>Core</b>	
Type of Solution	Open Source Solution (OSS)
Role of Technical Resources	UI Designer
Location of Deployment Of Resources	Onsite
Qualification of Technical Resources	B.TECH/B.E/MCA/MSc/MB A
Relevant Experience In Years	Minimum 2
Certifications of Tech Resources intended to be hired for execution of Project	Certified CSS
STQC Certification	YES
Average Annual Turnover of last three financial years from similar IT Services/ IT operation	More Than Rs 50 Lakhs
Firms Quality Certification	CMMI Level 3
Manpower on roll of Service Provider / SPA	More than 10
<b>Addon(s)</b>	
AMC Duration in Year	1

### Additional Specification Documents

### Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Number of resources proposed to be engaged to accomplish project as per Mile Stone defined in the bid/contract/ stc	Additional Requirement
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1	Sini Manchala	600119,INDIAN MARITIME UNIVERSITY-HEADQUARTERS, East Coast Road, Semmencherry, Shollinganallur Post, Chennai 600119	1	<ul style="list-style-type: none"> <li>• AMC Duration in Year : 1</li> <li>• Engagement Duration of resources in month to accomplish the project as per defined milestone : 3</li> </ul>

**Design, Development, Implementation, And Maintenance Of Websites, Web Portal, Web-Enabled Application And Mobile Apps - Open Source Solution (OSS) ( 1 )**

**Technical Specifications**

Specification	Values
<b>Core</b>	
Type of Solution	Open Source Solution (OSS)
Role of Technical Resources	Developer
Location of Deployment Of Resources	Onsite
Qualification of Technical Resources	B.TECH/B.E/MCA/MSc/MB A
Relevant Experience In Years	Minimum 3
Certifications of Tech Resources intended to be hired for execution of Project	relevant certification
STQC Certification	YES
Average Annual Turnover of last three financial years from similar IT Services/ IT operation	More Than Rs 50 Lakhs
Firms Quality Certification	CMMI Level 3
Manpower on roll of Service Provider / SPA	More than 10
<b>Addon(s)</b>	
AMC Duration in Year	1

**Additional Specification Documents**

**Consignees/Reporting Officer and Quantity**

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**Design, Development, Implementation, And Maintenance Of Websites, Web Portal, Web-Enabled Application And Mobile Apps - Open Source Solution (OSS) ( 1 )****Technical Specifications**

Specification	Values
<b>Core</b>	
Type of Solution	Open Source Solution (OSS)
Role of Technical Resources	Documentation expert
Location of Deployment Of Resources	Onsite
Qualification of Technical Resources	GRADUATION/POST GRADUATION IN HINDI & ENGLISH/OTHER LANGUAGE/PG DIPLOMA IN MASS COMMUNICATION
Relevant Experience In Years	Minimum 2
Certifications of Tech Resources intended to be hired for execution of Project	relevant certification
STQC Certification	YES
Average Annual Turnover of last three financial years from similar IT Services/ IT operation	More Than Rs 50 Lakhs
Firms Quality Certification	CMMI Level 3
Manpower on roll of Service Provider / SPA	More than 10
<b>Addon(s)</b>	

Specification	Values
AMC Duration in Year	1

#### Additional Specification Documents

#### Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Number of resources proposed to be engaged to accomplish project as per Mile Stone defined in the bid/contract/ stc	Additional Requirement
1	Sini Manchala	600119,INDIAN MARITIME UNIVERSITY-HEADQUARTERS, East Coast Road, Semmencherry, Shollinganallur Post, Chennai 600119	1	<ul style="list-style-type: none"> <li>• AMC Duration in Year : 1</li> <li>• Engagement Duration of resources in month to accomplish the project as per defined milestone : 3</li> </ul>

#### Design, Development, Implementation, And Maintenance Of Websites, Web Portal, Web-Enabled Application And Mobile Apps - Open Source Solution (OSS) ( 1 )

#### Technical Specifications

Specification	Values
<b>Core</b>	
Type of Solution	Open Source Solution (OSS)
Role of Technical Resources	Database Admin
Location of Deployment Of Resources	Onsite
Qualification of Technical Resources	B.TECH/B.E/MCA/MBA FOR ALL BUSINESS ANALYSTS
Relevant Experience In Years	Minimum 5
Certifications of Tech Resources intended to be hired for execution of Project	relevant certification
STQC Certication	YES



Specification	Values
Average Annual Turnover of last three financial years from similar IT Services/ IT operation	More Than Rs 50 Lakhs
Firms Quality Certification	CMMI Level 3
Manpower on roll of Service Provider / SPA	More than 10
<b>Addon(s)</b>	
AMC Duration in Year	1

### Additional Specification Documents

### Consignees/Reporting Officer and Quantity

S.No.	Consignee/Reporting Officer	Address	Number of resources proposed to be engaged to accomplish project as per Mile Stone defined in the bid/contract/ stc	Additional Requirement
1	Sini Manchala	600119,INDIAN MARITIME UNIVERSITY-HEADQUARTERS, East Coast Road, Semmencherry, Shollinganallur Post, Chennai 600119	1	<ul style="list-style-type: none"> <li>• AMC Duration in Year : 1</li> <li>• Engagement Duration of resources in month to accomplish the project as per defined milestone : 3</li> </ul>

### Buyer Added Bid Specific Terms and Conditions

#### 1. Forms of EMD and PBG

Successful Bidder can submit the Performance Security in the form of Payment online through RTGS / internet banking also (besides PBG which is allowed as per GeM GTC). On-line payment shall be in Beneficiary name INDIAN MARITIME UNIVERSITY- HEAD QUARTERS Account No. 000 000 3512 7394 242 IFSC Code SBIN0011771 Bank Name State Bank of India Branch address Uthandi. Successful Bidder to indicate Contract number and name of Seller entity in the transaction details field at the time of on-line transfer. Bidder has to upload scanned copy / proof of the Online Payment Transfer in place of PBG within 15 days of award of contract.

#### 2. Financial Criteria

**NET WORTH:** Net Worth of the OEM should be positive as per the last audited financial statement.

**3. Buyer Added Bid Specific Scope Of Work(SOW)**

File Attachment [Click here to view the file.](#)

**4. Certificates**

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

**5. Buyer Added Bid Specific ATC**

Buyer uploaded ATC document [Click here to view the file.](#)

**6. Service & Support**

AVAILABILITY OF OFFICE OF SERVICE PROVIDER: An office of the Service Provider must be located in the state of Consignee. DOCUMENTARY EVIDENCE TO BE SUBMITTED.

**7. Service & Support**

Escalation Matrix For Service Support : Bidder/OEM must provide Escalation Matrix of Telephone Numbers for Service Support.

**8. Past Project Experience**

For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:

- a. Purchase Order copy along with Invoice(s) with self-certification by the bidder that supplies against the invoices have been executed.
- b. Execution certificate by client with order value.
- c. Any other document in support of order execution like Third Party Inspection release note, etc.

## Disclaimer

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization. Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specification and / or terms and conditions governing the bid. Any clause incorporated by the Buyer such as demanding Tender Sample, incorporating any clause against the MSME policy and Preference to make in India Policy, mandating any Brand names or Foreign Certification, changing the default time period for Acceptance of material or payment timeline governed by OM of Department of Expenditure shall be null and void and would not be considered part of bid. Further any reference of conditions published on any external site or reference to external documents / clauses shall also be null and void. If any seller has any objection / grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

This Bid is governed by the [General Terms and Conditions](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

**---Thank You---**