TENDER FOR RE-DESIGNING, DEVELOPMENT AND MAINTENANCE

OF NETFISH ORGANIZATION WEBSITE

Schedule to the Invitation of Tender

Name of the work	Re-designing, Development and Maintenance of NETFISH organization website
Last Date and Time for receipt of Closed Tenders	30th November 2020 by 5.00 pm
Address to whom tenders are to be sent:	The Chief Executive NETFISH-MPEDA Vallarpadam P.O., Ernakulam-682 504. Phone:0484-2982205
Superscription on the envelope	'Quotation for the Development of NETFISH Website'
Time and Date of Opening of Tenders	4th December 2020
Place of Opening the Tenders	The Marine Products Export Development Authority, MPEDA House, Panampilly Avenue, Kochi – 682 036 KERALA

TENDER NOTICE

NETFISH/VPC/ST-06/2017/283   **06.11.2020**

Sub: Re-designing, Development and Maintenance of NETFISH website-reg

  The Network for Fish Quality Management & Sustainable Fishing (NETFISH) invites closed quotations from reputed and experienced firms for Re-designing, Development and Maintenance of the NETFISH organization website. For details, please see the Tender document at NETFISH website www.netfishmpeda.org & MPEDA website www.mpeda.gov.in. The last date for submission of tender is 30th November 2020 by 5.00 pm.

Chief Executive

I.   SCOPE OF WORK

The detailed scope of work for the re-designing, development and maintenance of NETFISH website is given below.

1.   Redesigning Of NETFISH Website

1.1 Website Contents:

NETFISH has been hosting a website with url www.netfishmpeda.org since the year 2008. It is proposed to revamp the website by incorporating user login, data entry, reports, dash board etc., as detailed in the table below.

Existing contents of the website	*New Elements to be incorporated into the website*

1.   Name & Logo
2.   Links to various pages with sub sections
  a)   About us
  b)   Our Team
    • Executive Committee
    • Staff Details
    • Member NGOs
  c)   Objectives
  d)   Activities
  e)   Publications
    Animation films
    Documentary films
    Leaflets
    Posters
    Annual Report
    Training Manuals
    Papers & Articles
  f)   Gallery- programme photos
  g)   Contact us
  h)   Tenders
  i)   Recruitment
  j)   Monthly Reports
  k)   Downloads
3. News & Events Window- Assess for admin to add contents
4. Floating line with awareness messages
5. NETFISH Photos
6. Social media links
7. No: of site visitors
	1. How You Can Help (Donate)- page link in home page
	2. Ongoing Projects- page link in home page
	3. Short Video Clippings of programmes- to be included in Gallery
	4. Important links to websites of relevant organizations/departments- page link in home page
	5. Search space in home page- for searching any content in the website
	6. NETFISH members- Stakeholder members list in Our Team
	7. NETFISH IMPACTS- Field on home page
	8. DIVISIONS- Extension & Marketing
	9. Online data entry system for uploading daily programme details- Link to user login page at home page, for Online data entry – and reports
	10. Single Core Dashboard on home page- data from the online data entry system has to be consolidated and arranged in a single frame so that the visitors can view.

1.2 Technologies:

- The web site / portal may be developed using latest technologies in open source platform.

1.3 Mandatory Features:

- Compatibility:
  The site design must be cross-browser and cross-OS compatible up to the most recent browser / OS versions. Support for three platforms: Desktop/Tablet or Notebook and Mobile (Android, Windows and iPhone) form factors will be required.
- All interior information pages as static html
- Custom made Responsive View for better Smartphone user experience (Android, Windows and iPhone Compatibility)
- Optimization and metrix to apply fast page load.

2. Development of Online Data Entry System

Presently NETFISH is having 11 State Coordinators appointed at different coastal states of India. They arrange field level extension training programmes for fishers/fishery stakeholders in the areas under their jurisdiction, on a regular basis. In a month, around 15 programmes will be conducted by each State Coordinator. So, altogether around 160-170 programmes will be conducted in a month by NETFISH. It is proposed to develop an online data entry system for uploading the details of these programmes by multiple users into the NETFISH website as detailed below.

2.1 Entry Process:

a) An online data entry system has to be developed, by which each State Coordinator can enter the details on each of the training programmes conducted by them in to the website.

b) Each User (State Coordinator) shall be provided with a username & password for doing the online entry.

c) Presently, out of the 11 State Coordinators, 2 are in Kerala, 2 in Tamil Nadu and 2 in Andhra Pradesh, looking after either North/South region of the respective state. So provision shall be given to add multiple users under the same state.

d) Presently one of the State Coordinators is looking after both Karnataka & Goa states. Hence provision shall be given to add multiple states under same user.

e) Provision shall be given to add more USERS (State Coordinator) in future.

f) The User shall be able to edit/delete/update the data entered whenever needed.

g) Data entry process by each User, after LOGIN, shall be as given below and it shall be simple and easy.

> **Step 1.** Add State *(show user state by default)*:
> **Step 2.** Add Region (optional) *like Kerala North/Kerala South/ TN North/TN South etc.*
> **Step 3.** Add Programme Date *(show current date by default)*:

> **Step 4.** Add Programme Time *(enter start time & end time)*:
>
> **Step 5.** Add Programme Venue *(to be typed by the user*)*
>
> **Step 6.** Add Type of Programme *(to be typed by the user*)*
>
> **Step 7.** Add Sub Type of programme (optional)
>
> **Step 8.** Add Beneficiary type *(to be typed by the user*)*
>
> **Step 9.** Add Category of Beneficiary (optional) SC/ST/OBC/GEN
>
> **Step 10.** Add No: of Beneficiaries *(to be typed by the user*)*
>
> **Step 11.** Add Name of NGO/Organization associated (max. 2 to 3) *(to be typed by the user*)*
>
> **Step 12.** Add programme photo (1 to 2 photos)
>
> **Item once entered in the field shall be shown automatically as drop down from next time onwards on typing the starting letters, which can then be selected by clicking*

h) The data entered by each User **SHALL NOT** be available for any visitor of the NETFISH website.

i) The data from all the users shall be accessible for **Admin user** (NETFISH Head office) and shall be able to do customized downloading of the data in excel sheets, for which a username and password shall be given for the admin user. Also the Admin shall be able to add/edit the item in the database.

j) To provide NETFISH data to MPEDA dash board (our parent organization) through APIs

2.2 Primary Requirement:
System Designing, UI/UX Design, Development, Testing and Deployment

2.3 API Development for Remote Data Access Authorizing and Push (NETFISH to MPEDA)

2.4 Add-on Features:
1. State Co-ordinator login based on Multi-State Assignment and Different Zones
2. State or Region or Harbour-wise data filtering
3. Automated Mail Alert & Summary (to users and admin)
4. Optional Document Upload- (current server needs upgrade)
5. Date Export Option
6. Add/Edit Log Stamping (User, Date and Time)
7. Dashboard Summary in Customized Graphical Statistics Display.

2.5 Other Features:
- Most User friendly Interface for Data Entry (Web/Desktop based). Excel kind of UI for Training Attendees entry (auto field save tabular view)
- Large user connection compatibility must be assured (150 Users real time) and code optimization
- All Custom Entry Fields with Auto Suggestions.

- User Management – Ability to create users and centers
- Easy content updation by authorized users
- Facility to manage photo and video gallery, to create photo gallery category dynamically. i.e. add/edit/delete photo gallery categories, facility to upload new pictures/videos to these categories along with caption, facility to manage pictures and caption.

2.5 Technologies:
- The latest technologies may be used for the development of the portal. Open source platforms are preferred.
- The design and facilities of the portal to be fully in compliance to the Guidelines for Indian Government Websites (GIGW)

3. Operation and Maintenance support
- Provide one year warranty from the date of launch of the website and free maintenance during the warranty period.
- Provide AMC for one year after the warranty period (cost may be mentioned separately)
- Provide all assistance for effecting updations / additional modifications (if any) suggested by the Authority.

II. ELIGIBILITY CRITERIA
1. The bidder shall be a reputed firm having a registered office in India.
2. The bidder shall have audited balance sheet for the last 3 years.
3. The bidder shall have experience in serving any Government Department / Organization for website creation / designing development and maintenance.
4. The bidder shall have minimum 3 years experience in website creation / designing development, maintenance & other related matters.
5. Bidder should have GST registration.
6. The Bidder should not have been black listed by any Government firms in India.
7. The firm may enclose sufficient documents as proofs for satisfying the above given criteria.

III. TERMS AND CONDITIONS:
1. The website design shall clearly say who we are, what we do, and what visitors can do on our site.
2. The design shall be optimised for mobile and tablet devices as well.
3. The website design shall be dynamic.
4. Security audit of the portal to be conducted by government empanelled vendors before hosting, the cost shall be borne by the developers.
5. If required, the developer shall install SSL certificate whenever required; the SSL certificate will be procured by NETFISH

6. The content of the website shall be regularly changed and updated.
7. Those who are meeting the eligibility criteria and are interested to take up the work to the terms and conditions as laid down in the tender document may furnish their quotes in the prescribed form enclosed herewith and with copies of other required documents indicated in the tender document.
8. **Closed Quotations** addressed to **The Chief Executive, NETFISH-MPEDA, Vallarpadam P.O., Kochi-682 504** shall reach us on or before **30th November 2020 by 5.00 pm.**
9. The rate should be inclusive of all development charges.
10. The yearly maintenance charges for the system, if any, should also be mentioned separately.
11. GST rate may be shown in the quote.
12. Tenders will be opened on the specified date and time in presence of tenderers or their authorized representatives available, if any. Only one official/representative per firm will be allowed during tender opening.
13. The terms and conditions of payment have to be specifically made in the tender form and payment will be made by cheque/RTGS/NEFT only.
14. Work order will be issued to the successful tenderer with all the terms and conditions pertaining to this project.
15. The delivery period will start from the date of acceptance of work order between the Authority and the successful tenderer. The delivery period for design and development shall be 2 months and delivery period for launching/ commissioning of the website to the full satisfaction of the authority shall be 15 days and hence the total delivery period shall be 2 months & 15 days including the period for successful launching/ commissioning.
16. The NETFISH reserves right to accept or reject any tender/terms of the supplier in full/part which does not satisfy the terms and conditions of the Tender Notice.
17. All correspondence/enquiry in this regard shall be sent to the Chief Executive, NETFISH-MPEDA, (Govt. of India), Vallarpadam (P.O.), Ernakulam- 682 504, Kerala; E-mail: netfish@mpeda.gov.in / Phone: 0484-2982205.

TENDER FORM

(Submit the quote as per the format given below in the letter head)

No:..   Date:.............................

To,

    The Chief Executive
    NETFISH-MPEDA
    Vallarpadam (P.O.),
    Ernakulum- 682 504

    With reference to your Advertisement / Tender Notice No. NETFISH/VPC/ST-06/2017/283 dtd. 06.11.2020, we offer our competitive quote as follows.

No	Description	Term	Amount
I	**Redesigning of the Website**		
II	**Development of Online Data Entry System**		
III	**Annual Maintenance and support for the website**		
	Total		
	GST		
	Grand Total		

Terms and Conditions:

1. Payment terms:
2. Delivery period:
3. Warranty period:
4. AMC period:

                                Name:
                                Signature:
                                Seal: