



# ZILLA PARISHAD, SAMBALPUR

Dist- Sambalpur, Odisha-768001

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Letter No. 598 / ORMAS

Date: 18.9.2024

## EXPRESSION OF INTEREST

Expression of Interest( EOI) are invited from GST registered firms/ agencies/ companies/ organisatikon having expertise in design development, hosting and maintenance of website as per guidelines fo government for design development & maintenance of a new website for ORMAS, Sambalpur. The details containing eligibility criteria, terms and conditions of this is available in the district website : [https// Sambalpur.odisha.gov.in](https://Sambalpur.odisha.gov.in). Interested agencies may submit their documents to the Office of the "Chief Development Officer-cum-EO, ZP, Sambalpur on or before 08.10.2024 up to 05.30 PM by Regd. post/ Speed post/ Courier only in a sealed envelop superscribing "EXPRESSION OF INTEREST FOR WEBSITE DESIGN, DEVELOPMENT & MAINTENANCE OF ORMAS,SAMBALPUR" and the same will be opened on 09.10.2024 at 11.00 AM in the Conference Hall of Zilla Parishad, Sambalpur".

The details of the process is given below:

Sl.	Bidding Schedule	Date and Time
1	Last Date of submission of EOI	08.10.2024 up to 05.30 PM
2	Opening of EOI	09.10.2024 at 11.00 AM

The undersigned reserves the right to accept or reject any or all the tenders without assigning any reason thereof. The EOI shall be submitted in the prescribed formate along with required documents. For any further quaries and clarifications the agencies may contact Joint CEO, ORMAS at office of Zilla Parishad, Sambalpur.

CDO-cum- Executive Officer,  
Zilla Parishad, Sambalpur

Memo No 599 / Dated 18.9.2024

Copy along with the soft copy in PDF forwarded to the Dist. Informatics Officer, NIC, Sambalpur for web hoisting EOI document in district website.

CDO-cum- Executive Officer,  
Zilla Parishad, Sambalpur

Memo No 600 / dated 18.9.2024

Copy to Notice Board, Zilla Parishad for wide circulation.

CDO-cum- Executive Officer,  
Zilla Parishad, Sambalpur

# EXPRESSION OF INTEREST FOR WEBSITE DESIGN, DEVELOPMENT & MAINTENANCE OF ORMAS, SAMBALPUR

## **A. Features' Overview**

- a) The system contains
  - Website for the End user/Customer
  - Web panels: Admin Panel & Seller panel, developed Using Laravel
  - Mobile applications: User app, Seller app and Delivery app, developed using Flutter
- b) 100%responsive design to provide a great user experience.
- c) An admin Dashboard that shows many advanced information like Total Sales, Total Sellers, Total Products, Total customers, Status wise products like- pending, confirmed, packaging, out for deliver, delivered, cancelled, returned, failed to deliver etc.
- d) The Admin Dashboard also displays many analytical records like Admin Wallet amount, Month- wise yearly sales, Top selling products, Top sellers, Top customers etc.
- e) Managing customers at ease.
- f) Support of multiple national-level Payment Gateways like RazorPay, PayTM and leading International Payment Gateways like PayPal, Stripe which enables the International customers to shop from the Website/App.
- g) User/Customer can signup/login with Phone Number/Email ID as well as Google and Facebook (Optional).
- h) 2-Factor authentication support using MSG91, Twilio etc.
- i) Supports Multiple Shipping Methods, including DELHIVERY ONE Integration
- j) Supports POS (Point-of-Sale) system for in-house/ store selling.
- k) Dynamic support for Sales Commission.
- l) Customer Wallet and Loyalty Point support for Easy Customer Acquisitions and retentions.
- m) Brand-wise, Category-wise, Seller-wise product classifications and display.
- n) Support of various Notifications related to Order status, Promotional Offers etc.
- o) Support of Slider banners related to promotional offers, deals, important announcements etc.
- p) Support of various types of coupon codes like discount, free delivery, first order on per seller basis as well as customer basis with minimum purchase amount as well as Start date and Expiry date.
- q) Support of Deal-of-the-day on per product basis with Start date and Expiry date.
- r) Support of Featured Deal on per product basis with Start date and Expiry date.
- s) Support of Pop-Up Announcement.
- t) Help and Support section for Customer Support using support ticket and chat messaging system.

- u) Support of Products variants like size, colour, type etc and Product Wish-list and support of Product sharing via various methods like mail, social media, Bluetooth etc as well as Bulk Import-Export of products.
- v) Support of Blog posts like Achievements, Awards & Honours, Success stories in the website.
- w) Support of Bulk Import-Export of products.
- x) Since the Mobile app will be developed using Flutter, so same code base will be used in both Android and iOS. iOS version of the App can be developed easily.
- y) Leading courier partners like Delivery, Ship Rocket etc could be integrated easily. We will integrate any one at the beginning for free and extra costs will be charged for extra integration

### **B. Details of Web Hosting Server**

- a) The web site will be hosted on 3-Core CPU, 3GB RAM Server with CPANEL, 200 GB SSD NVMe, Unlimited bandwidth, Unlimited MySQL databases, SSL, 200000 File (In ode) Limit.
- b) Regular Backup of files and database. Database backup once per day and file backup once per week.
- c) It can handle up to 50 concurrent visitors/traffic and up to 1000 products (SKU)
- d) The server will have 99.9% Uptime guarantee
- e) The hosting server could be upgraded easily in future if needed with applicable charges as EXTRA.

**C. Time Period Required:** Within 25 working days of placing the purchase order. Existing domain name (if any) should be pointed to our server as soon as the order is placed.

**D. Payment Terms:** Payment will be released after completion of works assigned and submission of bills. No advance payment will be given.

**E. Third-party Services:** As the platform supports as well as needs third party services like Google Cloud (for notifications, maps, navigation, analytics), Payment Gateways, Shipping Partners, these services costs extra on pay-per-use basis and need to be taken care by the Client itself. Google cloud subscription needs a credit card to be added as the preferred payment method. Client needs to enrol for the same either by him/herself or we can also do the same on his/her behalf which he/she needs to pay on pay-per-use. It is not included in the budget as it's dynamic.

### **F. Technical Assistance /Support**

Free technical assistance/support via Email/Phone/Whats App/Remote desktop available for 24x7. Yearly twice On-site support (free).

## **G. Terms and Conditions**

1. The work assigned to the firm should be done as per the above specification and should cover all aspects.
2. The work should be completed within the time frame.
3. Sanctions of any advance will not be considered. The payment will be made after successful launch, demonstration & certification of the website and submission of bill.
4. The agency should be registered through IT company act or certified under MSME (Govt of Odisha)
5. Preference will be given to the firms which have developed maximum web portals for Govt. of Odisha as past experience.
6. The sealed cover containing the quotation shall be superscribed with Notice No and Date with due mentioning name and address of the bidder on it.
7. The price offered by the firm should include all taxes and duties. However the TDS will be deducted from the bill amount and deposited with the concerned authority.
8. The bidders have to offer the price for all items else the EOI will not be considered.
9. The rate offered by the firm should be valid for 180 Days
10. The firms should have experience to prepare product-wise profile based on the market trend of individual products produced by SHGs/PGs/ Artisans.
11. Necessary actions should be taken during final post production and final preview of the documentary in consultation with ORMAS, Sambalpur
12. Any requirement of modifications would be done by the concern agency.
13. The entire website should be dynamic in nature with CMS (Content Management System). The content management infrastructure should give the flexibility to modify the design.
14. All entries in the tender form should be legible and filled clearly, if the space for furnishing information is insufficient, a separate sheet duly signed by the authorized signature may be attached.
15. The agency shall not be allowed to transfer, assign, pledge or sub-contract its right and liabilities under the contract to any other agency without the prior written consent of the authority.
16. All disputes shall be under the jurisdiction of the district civil court located in Sambalpur district.

## **H. REQUIRED DOCUMENTS TO BE SUBMITTED.**

**The agencies are required to enclosed photocopies of the following documents failing which their EOI will be summarily rejected and will not be considered any further.**

- a. Certificate of Incorporation or any other registered documents.
- b. Profile of Agency
- c. Authentic proof of the work done of similar nature i.e. on website development, hosting and maintenance in last 3 financial years. The firm who produce the maximum previous work order/ completion/ Experience certificate from the offices of Govt of Odisha will be given preferences.
- d. Valid GSTIN Registration certificate.
- e. The Bidders are required to submit an **Tender Paper Cost Rs. 500 /-** in the form of Cash or Demand Draft in favor of "DSMS, Sambalpur, payable at any scheduled commercial Bank at Sambalpur. Photo/Fax copies of the demand draft will not be accepted.
- f. The Bidders are required to submit an **EMD of Rs.1,000/-** in the form of FD/NSC/KVP duly pledged in favour of DSMS, Sambalpur". The earnest money of unsuccessful bidders will be returned to them without any interest within thirty (30) days after awarding the contract and on receipt of written request from the Bidders. The earnest money of successful bidder will be returned only after Successful completion of work.

**DECLARATION BY THE BIDDER:**

It is hereby declared that I the undersigned, have read and examined all the terms and condition etc of the tender document for which I have signed and submitted the bid under proper lawful Power of Attorney. It is also certified that all the terms and conditions of the tender document are fully acceptable to me and I will abide by the conditions of the terms and conditions. This is also certified that our principal manufacturing firm have no objection in signing the purchase contract if the opportunity for the supply of the items against this tender is given to me/us.

Signature with Date

**DECLARATION BY THE BIDDER THAT BIDDER IS NOT BLACKLISTED**

I M/s. .... , (the name of the bidder and addresses of the registered office) hereby certify and confirm that we or any of our promoter/s/ chief executive officer/ directors/managers are not barred or blacklisted by any government or government institution or public sector undertakings in India or in any other jurisdiction to which we or our affiliates belong or in which we or our affiliates conduct business from participating in any project or being awarded any contract, either individually or as member of a consortium and no such bar or blacklisting subsists as on the Bid Due Date.

Authorized Signatory [In full and initials]:

Name and Designation with Date and Seal:

Signature:

**ANNEXURE-A**  
**EVALUATION FORM**

1.	<b>Name of the Bidder</b>	
2.	<b>Full Address of the Bidder:</b>  <b>TelephoneNo:</b> <b>Email ID:</b>	
3.	<b>PAN No.(Copy Attached)</b>	
4.	<b>GST No.(Copy Attached)</b>	
5.	<b>Cost of Tender Paper</b>	
6.	<b>EMD</b>	

I do hereby certify that the above-mentioned particulars are true and correct.

Full Signature of the Bidder:

Date:

Seal:

**ANNEXURE-B**  
**PRICE QUOTATION FORM**

Sl. No.	Items with Description	Time Period	Rate Per year (Including of all taxes)	Total Price (Including of all taxes)
1	Website+3Android Apps	Life Time		
2	Hosting Server	3Years		
3	Domain Name	3Years		
<b>Total Price Quoted</b>				

**AMC**

From Next year onwards	Amount in INR( per year)

AMC:

I / We agree to provide the service for design development and maintenance of new website of ORMAS, Sambalpur in accordance with the technical specifications for a total contract price of Rs. \_\_\_\_\_ including all taxes within 15 (fifteen) days on placement of orders. We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

Place:

Signature of bidder with seal,

Date:

Name of the Firm:

Address: Registered Office