

ASSAM STATE DISASTER MANAGEMENT AUTHORITY
ANCILLARY BLOCK, JANATA BHAWAN, DISPUR, GUWAHATI-781006
Phone: 0361-2237221 (O), Fax- 0361- 2237010; E-mail: sdma-assam@gov.in

NOTICE INVITING TENDER
(SINGLE ENVELOPE)

ECF No. 69280/393

Dated: 12th July, 2022

Assam State Disaster Management Authority (ASDMA) invites bids in single envelope affixing court fees stamp of Rs. 8.25/- from reputed web development firms for the work “**Security Audit for Knowledge Management Portal and GIS Portal – Assam State Disaster Management Authority (ASDMA)**”.

The detailed are listed below:

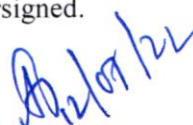
Table 1:		
Sl. No	Name of the Item	URL
1.	Knowledge Management Portal	https://onlineasdma.assam.gov.in/kmp/
2.	GIS Portal	https://onlineasdma.assam.gov.in/gis/Forum/Question/GIS_Home.aspx

The Bidders are requested to go through the detailed documents/Terms and Conditions from ASDMA official website- <https://asdma.assam.gov.in/> and the download the tender forms

Sealed Bids must be submitted on or before 21.07.2022(4.00PM) during Office Hours.

The envelope containing the Bid should be super scribed for “**Security Audit for Knowledge Management Portal and GIS Portal – Assam State Disaster Management Authority (ASDMA)**”, due on **21.07.2022 (02.00 PM)**.

Opening of Bid will be on 22.07.2022 (2.30PM), at the Office of undersigned.


(Alakananda Medhi, ACS)
Deputy Secretary & SPC
Assam State Disaster Management Authority

Memo ECF No. 69280/393-A

Dated: 12th July, 2022

Copy to:-

1. ASDMA notice board.
2. Deputy Commissioner, Kamrup Metro for publication in notice boards.
3. The Systems Expert (IT) for uploading in Official Website.


(Alakananda Medhi, ACS)
Deputy Secretary & SPC
Assam State Disaster Management Authority

Instruction to Bidders:

- a) Price quotation should be inclusive of all taxes as applicable. (**Annexure-II**)
- b) The rates are to be quoted in figures as well as in words.
- c) Multiple Bid submission by a bidder is not allowed i.e., a bidder can submit only one bid.
- d) Duly signed technical documents as required along with Financial Quote in requisite format must be submitted in a sealed envelope.
- e) The Bidders are required to verify the terms and condition for “**Security Audit for Knowledge Management Portal and GIS Portal – Assam State Disaster Management Authority (ASDMA)**” from ASDMA during office hours.
- f) Sealed Bids must be submitted on or before 21.07.2022(4.00PM) during Office Hours.
- g) The envelope containing the Bid should be super scribed for “**Security Audit for Knowledge Management Portal and GIS Portal – Assam State Disaster Management Authority (ASDMA)**”. due on **21.07.2022 (02.00 PM)**.
Opening of Bid will be on 22.07.2022(2.00PM).

Eligibility Criteria/ Qualification Criteria:

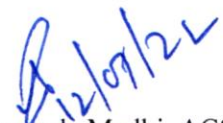
- a) The bidder must be a legal entity authorized to submit bids, incorporated & registered in India with minimum of 3 years’ experience in the relevant field. (Proof of Registration and experience should be submitted).
 - b) Bidder should have experience in the relevant areas and shall have at least three completed work orders related to security audit of web portals within F.Y. 2019-20, 2020-21 and 2021-22 from Government organization, State Government organization and PSU. Security audit certificate along with Completion certificate/ repeat orders and Purchase Order/Work Order/ Agreement signed with the client.
 - c) Copy of PAN card issued by Income Tax Department and up-to-date GST registration must be submitted with the bid.
 - d) Bidders shall provide an undertaking regarding the same. (Self-Declaration as per **Annexure I**)
 - e) Bidders should have the Average Financial Turnover Rs 50.00 Lakhs during the last 3 years, ending 31st March 2021. Document related to Average Annual Financial Turnover along with audited balance sheet should be certified from Chartered Accountant (CA).
 - f) The Bidders should have registered Office in Guwahati City, Assam. Proof of Registration certificate of firm at Guwahati city is required.
 - g) The bidder must mandatorily submit valid CERT-IN empanelment proof along with the Bid.
- The undersigned reserves the right to reject a part or the whole of Bid without assigning any reason thereof. The Authority is not bound to accept the lowest quoted Bid.

(Alakananda Medhi, ACS)
Deputy Secretary & SPC
Assam State Disaster Management Authority

TERMS & CONDITIONS OF THE SERVICES

1. TIME IS THE ESSENCE FOR THE ASSIGNMENT- Until extended further, the completion period of for the assignment is 45 days from date of commencement of services.
2. Extension if allowed, shall be with the written consent and approval of ASDMA only.
3. Part Payment/advance payment/mobilization advance shall not be entitled to the service provider.
4. The assignment being in Lum-Sum mode, submission of Bid in response to this Notice shall be deemed that the bidder has made all necessary inspections of the Modules and has considered all cost components associated with the Security audit proposed and the assignment as a whole and no additional payment is claimable apart from the quoted price.
5. The successful bidder may have to execute a SLA (Service Level Agreement) and a non-disclosure agreement.
6. Payment schedule and Reporting requirements- Payments under this assignment shall be claimable only on completion of the assignment and submission of Comprehensive Audit Report duly signed and sealed by the service provider and upon acceptance by the intender/ASDMA.
7. Successful bidder shall have to submit a performance security @ 2% of the accepted value of services within a period of 7 days from date of issuance of acceptance letter.
8. In case of any arbitration or dispute arising out of this assignment, The Parties shall use their best efforts to settle amicably all disputes arising out of or in connection with this Contract or the interpretation thereof.

Any dispute between the Parties as to matters arising pursuant to this Contract, which cannot be settled amicably within thirty (30) days after receipt by one party of the other party's request for such amicable settlement, may be submitted by either Party for settlement. If the dispute(s) is not resolved amicably then it shall be referred to arbitration and shall be dealt as per the provisions of the arbitration & conciliation Act 1996. The place for arbitration shall be Guwahati, Assam.


(Alakananda Medhi, ACS)
Deputy Secretary & SPC
Assam State Disaster Management Authority

Self-Declaration

To,

The Chief Executive Officer

Assam State Disaster Management Authority

Janata Bhawan, Dispur, Guwahati – 781006, Assam

Phone no- 0361-2237221, Fax- 0361-2237010

Sub: Self Declaration as a part of the Response to Notice Inviting Quotation Document on “**Security Audit for Knowledge Management Portal and GIS Portal – Assam State Disaster Management Authority (ASDMA)**”.

Ref: Notice Inviting Bids No. : 69280/393, dtd. 12.07.2022

Dear Sir,

In response to Notice Inviting No. _____ dated dd/mm/yyyy as an employee of----- in the capacity of ----- . I/We hereby declare:

1. That our organization <organization name> is having unblemished past record and was not declared ineligible for corrupt and fraudulent practices either indefinitely or for a particular period of time.
2. That we are not currently debarred or blacklisted by any Government entity, PSU, Bank or corporate institution in India or abroad.

The declaration submitted by us is true and correct to the best of our knowledge and if it is proved otherwise at any stage of execution of the contract, ASDMA has the right to summarily reject the proposal and disqualify us from the process.

(Signature of the Bidder’s Signatory)

Name:

Designation:

Seal:

Date:

**Financial Bid
Format**

Sl. No.	Description	Value in INR
	“Security Audit for Knowledge Management Portal and GIS Portal – Assam State Disaster Management Authority (ASDMA)”	
1	Cost of the Security audit of GIS Portal	
2	Cost of the security audit of Knowledge Management Portal	
3	Total Cost	
4	GST on Total Cost	
	Total Commercial Bid (In Figures)	
	Total Commercial Bid (In Words)	

We M/s..... hereby state that our price is unconditional and is valid for a period of 120 days from the date of Submission.

Seal Sign of the Bidder