RAMMOHAN COLLEGE

(Formerly City College W. Dept.)
102/1, Raja Rammohan Sarani, Kolkata - 700 009
E-mail : rmc.tic85b@yahoo.in
Accredited B+ Grade by NAAC

Ref. 2566|RMC|2025   Date 12/04/ 2025

NOTICE INVITING TENDER

Sealed quotations are invited from the highly skilled professional/agencies for Website Design, Development and Maintenance of a fully dynamic college website for Rammohan College. The sealed quotations are to be submitted on or before Dt. 24.04.2025 by 05.00 PM. as per the specified terms and conditions.

S Sanyal
12/04/2025
Principal
Rammohan College
Principal
**Rammohan College
Kolkata-9**

For details please visit our college website: https://rammohancollege.ac.in/

Commencement of Application	12 April, 2025
Last Date & Time of Submission	5:00 PM, April 24, 2025
Date & Time of Opening	April 25, 2025
Address and place of Submission of Tender	Rammohan College 102/1 Raja Rammohan Sarani, Kolkata -700009, West Bengal, India

Note: The College reserves the right to change / revised the date of opening the tender.

Design, Development and Maintenance of a fully dynamics College website (domain name- www.rammohancollege.ac.in) for Rammohan College (As per NAAC latest guideline)

Functionalities required: -

1. The website should be fully dynamics.
2. We would like to have an easy-to-use web content management system (WCMS) for our website which can be maintained effortlessly and can be learnt easily by users.
3. As per requirement college will provide VPS hosting server and it's maintained by the service provider on yearly basis.
4. It should have dynamics category by News/Notice/Tender with date and time of publish in the website.
5. Admin should be able to create/update /delete/modify every content on every pages.
6. All department and committee should be able to upload/edit of important materials in their respective web-page using separate login id and password.
7. Import of content: All applicable content should be imported from current website.
8. Retrieved NAAC required reports and data from website.
9. The website should be dynamic sliders and photo gallery.
10. Clean and focused design: Our website must be visually appealing, polished and professional. There should be good use of colour. It should have easily readable text, meaningful graphics, quality photography and simplicity in design.

11. Professional Branding: Provide attractive branding to the institute through the website.
12. Each component of our site should work quickly and correctly. It should be kept simple and well organized. It should have fast-loading pages, minimal scroll, consistent layout, prominent and logical navigation and descriptive link text.
13. Cross-platform/browser compatibility: The website should work for all the different kind of browsers and their different versions. It should not break or look different across the different platforms. Website should be responsive and should work perfectly and seamlessly on all devices.
14. Search Engine Optimized (SEO): The website should be optimized for the search engine so that it is appearing high in the search results.
15. Mobile website: The website should be working well when opened from the mobile devices and should look attractive in mobile too as many users are using mobile devices to browse through the websites.
16. Good search feature: The website should have good search feature. All the content should be easily searchable from the website itself.
17. Good Error Handling: It should be able to handle failure scenarios well like content not found, link redirection etc.
18. Loading time: Loading time of the Website should be minimum.
19. Visitor count and Google analytics: The Website will have the visitor count, Google analytics.
20. Social media integration: The website should have good social media integration (share buttons, follow buttons, etc.)
21. Copyright and Property: Designed, technical documents and source code is the property of Rammohan College. Hence, the vendor is expected to submit all the required documents/media post go live and after implementation.
22. Technology: The new website should use Web 3.0 based tools and open-source software like LAMP architecture, Java script /J Query, HTML5, CSS3, Open LDAP etc. Following are the advised open-source technologies to be used

Server Side Scripting   :   PHP / Java etc.
Con. Mgmt. System   : Wordpress / Joomla etc.
Server Side Database   : MySQL / PostgreSQL etc.
Any Other Add-On Feature : Only open-source tools will be preferred.
23. Create Rammohan College mobile Application.
24. Student's ID card generations.
25. Mapping and interconnected data and data import from large excel file.

General Terms and conditions: -

1) Sealed Tender under the two-bid system (Technical bid and Price bid) are invited from registered firms in India, with at least 3years of experience in the design, development and maintenance of academic institutes/university, government bodies and established corporate and MNC. Both 'Technical Bid' as well as 'Price Bid' are expected to be submitted in conjunction with the same date of receipt. The stipulation that the price bids will be opened only after the technical evaluation of all the offers is done.

2) Website Design & Development should be completed within 30 days of awarding the order.

3) 100% payment will be released, only after successful installation and completion of the Website.

4) The final payments will be made based on the completion certificate and total works done.

5) Website AMC payment will be released on the completion of each year.

6) Rammohan College reserves the right to conclude the purchase with entire or partial bill website design & development as mentioned in the price schedule.

7) Rammohan College the right to host the website on its own.

8) The bidders must submit documentary evidence in support of their claim of having adequate capability, technical knowledge, performance and experience of design and development of website.

9) The website should have to integrated to the existing college management system and there should be provision for integration of mobile application with website content.

10) 24x7 support on call or physical attendance of support person.

11) Vendors should have the below mentioned work experiences:-
    (a) Bulk data management infrastructure, such as student's quick statistics, gender wise, category wise, subject wise.
    (b) experience on generating students report through online profile mapping.
    (c) Data management system for submission of NIRF.
    (d) experience on NAAC quantity metrics in both present and future system.
    (e) Developing online Feedback system for students and stakeholders along with action taken report.
    (f) Work experiences on Library data management, Library repository.
    (g) Infrastructure for training the Office staff or concerned staff on the relevant technical field.
    (h) Experience to develop new system like "File tracking System".
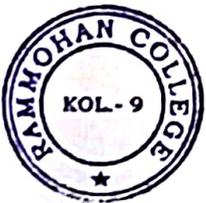
(i) Experience to develop a internal data Archive.

(j) Efficiency in creating system for continuous internal evaluation.

12) On receipt of work order the vendors should prepare two sample layouts (within 5 days) for the website and should submit the same to the college website subcommittee for approval. After necessary changes, suggestions from the website subcommittee of the college the developer will get 25 days time for completion of the work.

13) The developer should provide 2 years technical maintenance for the website which should essentially mean rectification of error and correction or addition of contents. After the expiry of aforesaid period, the college will go for annual maintenance contract with the developer.

14) The vendor shall provide training for the use/maintenance of the college website. Complete website source code and other technical documents associated with website development shall be provided to the Rammohan College. They shall provide necessary technical details including requirement of software, tools and systems required for the proper upkeep and maintenance of the website.

Quoting Format

1. The rates must be quoted in the format attached. The sealed covers should be placed in the main sealed envelope super scribe "Quotations for the Design, Development, Hosting and Maintenance a fully dynamic website for Rammohan College"

2. All duties, taxes and others levies payable by the bidder shall be included in the item rate.

3. Each bidder must submit only one quotation.

4. The institute reserves the right to reject any or all including the lowest quotation without assigning any reason whatsoever.

Mode of payment

Payment shall be made on submission of bill in triplicate after completion of work. The entire payment will be made after satisfactory completion of the entire work. No interim payment will be given. If the vendor fails to provide the required service in the due course of work, the vendor will liable to pay 100% penalty to the college.

Sample format for submission of quotation
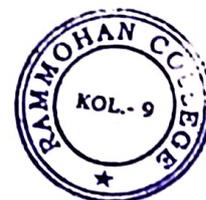
Name of the Vendor...

Sl. No	Item Description	Amount (Rs.)	GST (Rs.)	Total amount with GST (Rs.)
1.	Website Design and Development			
2.	Maintenance charges			
3.	Module – Feedback, Office management, TLM etc			
4.	Warranty period (Two years)			
5.	AMC per year (beyond two years)			
6.	Other charges, if any			
7.	Discount, if any			
	Total amount			

Gross total cost: Rs...(in figures)
Rs...(in words)

We agree to execute the above project/work in accordance with the technical specifications for a total contract price of Rs...........................(in figures) (Rs..(in words)) within the period specified in the tender documents. We also confirm that the normal commercial warranty /guarantee..of months shall apply to the offered goods.

(Bidder)

Name:..
Signature:....................................
Date:...
Address:.....................................

Tentative Sitemap

(Follow UGC guide line attached here with)

Menu

1. About Us
   (i) Institution
   (ii) Mission & Vision
   (iii) Principal's Desk
   (iv) Administration
   - Principal
   - Governing Body
   - IQAC
   - Bursar
   - TCS
   (v) Teaching and non-teaching staff
   (vi) Sub-committee
   (vii) RTI

2. Department
   (i) Science
   - Botany
   - Chemistry
   - Mathematics
   - Physics
   - Physiology
   - Zoology
   (ii) Humanities
   - Bengali
   - English
   - Economics
   - Education
   - Geography
   - Hindi
   - History
   - Philosophy
   - Political Science
   - Sanskrit
   (iii) Commerce

3. Academics
   (i) Courses Offers
   - UG

    (v)   Publications

    (vi)   Seminar and Workshops

8. Library
   - (i)   About
   - (ii)   Online Journal
   - (iii)   Resources
     - Book Details
     - Question Papers
     - Important Links
   - (iv)   Students ID and Library Card

9. IQAC
   - (i)   SSR
   - (ii)   AQAR
   - (iii)   AISHE

10. NIRF

11. Alumni
   - (i)   Executive Committee
   - (ii)   Eminent Alumni
   - (iii)   Activities
   - (iv)   Registration Form
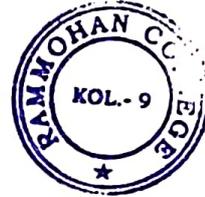
Below the main carousel

Notice and Announcements
- (i)   General Notice
- (ii)   Admissions
- (iii)   Examination
- (iv)   Tenders
- (v)   Important Links
  - Students Login
  - Online Admission
  - Anti-Ragging
  - Right to Information
  - Grievance Redressal
  - Holiday List
  - IQAC
  - Question papers
  - Syllabus

After principal desk: Current events (with pictures)

Lower Menu Bar

1. Login
   - Students, Parents
   - Teachers
   - Staff
   - Alumni

2. Feedback & Grievance
   - (a) Students Feedback
   - (b) Guardian Feedback
   - (c) Alumni Feedback
   - (d) Employer's Feedback

3. Photo Gallery

Footer

Useful Link   Quick Contact Visitors count Location Map

Notes:

Vendor can add or subtract the menus item as per UGC guideline, the above menu structures for sample layouts. Final menu will be confirmed after website subcommittee approval.

Vendor must show demonstration at the demonstration day.

S Sanyal
12/04/2025
Principal
Rammohan College

Principal
Rammohan College
Kolkata 9