



Government of Maharashtra
Commissioner
Food and Drug Administration,
Maharashtra State

Tel : 022 26590848

Survey No. 341, Bandra-Kurla Complex,

Email ID : comm.fda-mah@nic.in Opp. RBI, Bandra (East), Mumbai - 4000051.

No. : FDA Website/Main/612-2022/20

Date : 20/4/2022

NOTICE FOR EXTENSION OF LAST DATE FOR SUBMISSION OF QUOTATION

Subject: Notice inviting quotation for Maintenance of Website of Food & Drug Administration Government of Maharashtra

Reference: FDA Website/Main. tender/364-2022/20 dt. 25-03-2022
FDA Website/Main-447-2212 dt. 05-04-2022

With reference to the subject notice for quotation, kindly note that the deadline for Notice for Quotation Submission is extended from 08 Apr 2022 at 13:00 Hrs. to 29 Apr 2022 till 05:30PM. Consequently, your offer comprising of technical proposal and financial proposal, in separate sealed envelopes, should reach the following address no later than Wednesday 29 Apr 2022 till 05:30 PM and quotations will be opened at 03:30 PM on 06 May 2022. All other terms and conditions will remain unchanged.

Address: Food and Drug Administration
Survey No. 341, 2nd Floor, Bandra
Kurla Complex, Opposite Reserve Bank
Of India Kala Nagar, Bandra East Mumbai,
Maharashtra 400051.

Thanking you,

Yours,

(G.B. Byale)

Joint Commissioner (LAW)
Food and Drug Administration (M.S.), Mumbai



Government of Maharashtra
Commissioner
Food and Drug Administration,
Maharashtra State

Tel.: 022 - 26590548

Survey No.. 341, Bandra-Kurla Complex.

Email ID : comm.fda-mah@nic.in Opp. RBI, Bandra (East), Mumbai - 4000 051.

No. : *website/Main - 647 - 2212*

Date *05/04/2022*

NOTICE FOR EXTENSION OF LAST DATE FOR SUBMISSION OF QUOTATION

Subject: Notice inviting quotation for Maintenance of Website of Food & Drug Administration Government of Maharashtra

Reference: FDA Website/Main. tender/364-2022/20 LEB/CO RFP/41/10 dt. 25-03-2022

With reference to the subject notice for quotation, kindly note that the deadline for Notice for Quotation Submission is extended from 31 Mar 2022 at 13:00 Hrs. to 08 Apr 2022 till 05:30 PM. Consequently, your offer comprising of technical proposal and financial proposal, in separate sealed envelopes, should reach the following address no later than Friday 08 Apr 2022 till 05:30 PM. and quotations will be opened at 03:30 PM on 11 Apr 2022. All other terms and conditions will remain unchanged.

Address: Food and Drug Administration
Survey No. 341, 2nd Floor, Bandra
Kurla Complex, Opposite Reserve Bank Of India
Kala Nagar, Bandra East Mumbai, Maharashtra 400051.

Thanking you,

Yours,

Byale
(G. B. Byale)

Joint Commissioner (LAW)
Food and Drug Administration (M.S.), Mumbai



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Commissioner
Food and Drug Administration,
Maharashtra State

Tel.: 022 26590548

Survey No., 341, Bandra-Kurla Complex,

Email ID : comm.fda-mah@nic.in Opp. RBI, Bandra (East), Mumbai - 4000 051.

No. : FDA Website/Mān.tender/364-2022/20 Date : 25/3/2022

NOTICE FOR QUOTATION

Sealed quotations are invited from Website development companies by the Commissioner, Food and Drug Administration (M.S.), Mumbai for website maintenance.

Sealed quotation should reach Commissioner, Food and Drug Administration (M.S.), Mumbai on or before dated 31-03-2022 up to 13:00 Hrs. The same will be opened in presence of intending agency on the same day at 15:00 Hrs. if possible. Postal delay will not be considered and conditional offer will not be accepted.

For any clarification & queries bidders may contact: sn.kale@nic.in

A) Scope of Work

1. The website Maintenance would include updating of content of all existing pages and designing as per the requirement of the FDA, Maharashtra. It would also include uploading images and content editing as instructed by the Competent Authority of FDA, Maharashtra.
2. Add more features according to GOI guidelines in the website (as and when required).
3. Publishing of the advertisement, Notices, GRs (Banner, Links etc.) on the website as Per instructions.
4. Making Change in the source code of the website (as and when required).
5. Checking the website for dead links.
6. Archival of information (as per instruction).
7. Updating of data elements on existing pages.
8. Designing and/or updating and publishing of new or revised pages.
9. Undertaking Content research and management.
10. Database Configuration & Management.
11. Find all the error regarding the websites and their removal (Non Server).
12. Find all non-operative functions of website and make them operative (Non Server).
13. Various types of content should be delivered through the Websites. The Indicative

content types may be HTML documents, Word Documents, PDF documents, Images, photographs, multimedia files, Audio / Video files etc.

14. Technical support for the Auditing of websites.
15. Public access for online complaints and awareness information.
16. Any new additional module or functionality like, online space mapping, invoice generation, payment gateway integration / up-dations, creation of MIS reports as per the requirement, support in the DC/DR event, migration, sending emails and notification to the registered member to inform current updates etc.
17. Co-ordinate with cloud service provider for website hosting, infrastructure, database, OS related issue
18. Application Hosting Support and Back up Maintenance. The activities of Hosting and backup Maintenance shall include:
 - i. Backup of, database and application as per stipulated policies.
 - ii. Monitoring and enhancement of the performance of scheduled backups, schedule regular testing of backups and ensure adherence to related retention policies.
 - iii. Ensuring prompt execution of on-demand backups of volumes, files and database applications whenever required by FDA or in case of upgrades and configuration changes to the system.
 - iv. Real-time monitoring, log maintenance and reporting of backup status on a regular basis. Prompt problem resolution in case of failures in the backup processes.
 - v. On-going support for file and volume restoration requests.

B) Terms and conditions applicable for contract shall be mentioned below.

- A) The successful bidder / Website development companies shall be appointed for three months for a dedicated resource for the work as mentioned in clause A from the date of issue of work order. FDA reserves the right to extend the term on the same rate and terms & conditions.
- B) The successful bidder shall appoint a single point of contact (SPOC) for all the communication and compliance work. SPOC will be responsible for all the communications and accomplishing compliances with a nodal officer from FDA, Mumbai.
- C) Nodal officer is a person appointed by FDA and shall be responsible for monitoring and supervision of all the work related to website of FDA.
- D) The successful bidder shall appoint a dedicated resource for the said work. The bidder has an option of deputing this resource offsite but the resource should be available over call or VC during office hours and should ensure dedicated attention to this assignment.
- E) The successful bidder shall visit FDA HQ, Mumbai at least three in a month to discuss the progress of work with concerned official. In the situation of emergency, on the directions of FDA, the bidder has to depute the dedicated resource at FDA HQ office, Mumbai.
- F) Detailed CV of the software developer needs to be shared by the successful bidder company prior to starting the maintenance of the website

- G) Service provider shall not delete any website data before without approval of FDA during the period of Contract and will not delete any data after the expiry of Contract without written approval from FDA.
- H) Successful bidder will be responsible for compliance of all relevant Laws.
- I) Payment will be made after successful submission of work report after end of time line within 30 days of invoice submission. Any delay predicted from the timeline due to administrative issues should be highlighted. Delay due to service provider shall be liable to penalty.

C) Qualification Criteria for Bidder/ Website development companies:

Sr. No.	Qualification Criteria
1	The bidder should be a company registered in India under the Companies Act 1956 or a partnership registered under the India Partnership Act 1932 with their registered office in India
2	The bidder should be operating in the field of Website development and providing software solutions in last three years.
3	The bidder shall have minimum annual turnover of Rs.10 Lacs in each of the last three years for Website development.
4.	The bidder must have completed 3 assignments of websites/portals/applications, Website development in Private/Government environment with a value of Rs. 1Lakhs each.
5.	The bidder should not currently have been blacklisted by any Government Agency or under a declaration of ineligibility for fraudulent or corrupt practices or inefficient/ineffective performance.
6	The bidder should be an individual organization. Consortium shall not be allowed.

D) Resource minimum qualification and experience:

Designation	Minimum (Year)	Experience	Minimum Qualification
Software Developer		04	MCA / B. Tech / BE (IT or CS)

Right to reject any or all quotation without assigning any reasons thereof is reserved by the Commissioner, Food and Drug Administration (M.S.), Mumbai.


 (G. B. Byale)
 Joint Commissioner (LAW)
 Food and Drug Administration (M.S.), Mumbai