



West Bengal Minorities' Development & Finance Corporation

(A Statutory Corporation of Govt. of West Bengal)

No. 2929-MDC/1Q-16

Date: 21.07.2022

Notice Inviting Quotation

Sealed quotations are invited from the bonafide & experienced willing agencies as per particulars given below: -

Name of work:

Software Support maintenance Contract (SSMC) for existing Training Software for WBMDFC.

Scope of Work:

- Management and maintenance of existing Training Software.

Software development technology:

Programming Language - PHP, Database- MySQL, OS- Cross platform.

Documents to be submitted:

- a. Photo copy of valid Trade license/Certificate of incorporation
- b. Photo copy of PAN Card
- c. Photo copy of GST registration certificate, if any.
- d. Declaration of non-blacklisting of agency.

Eligibility Criteria: The Agency must have

- a. Proven working experience in designing, developing of web portal with the experience of similar nature for Govt./Semi Govt./Organization jobs.
- b. Must have familiarity of various programming language, software developing knowledge, and web technologies and database server.
- c. An undertaking to be furnished that the agency not has been blacklisted by any Court/State Govt./Govt. undertaking, etc.
- d. The bidder should have an office at West Bengal.

Last date for submission of Quotation:

29.07.2022 at 12.00 noon at AMBER: DD-27/E, Sector-I, Salt Lake City, Kolkata- 700064.

Opening date of Quotation:

29.07.2022 at 2.00 PM at AMBER: DD-27/E, Sector-I, Salt Lake City, Kolkata- 700064.

Mode of payment:

- i. No advance payment will be made. Payment will be made on quarterly basis.
- ii. The successful bidder shall submit necessary bank details for bill payment at the time of signing the contract.



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Period of contract:

The contract period with this Corporation would be initially for 1(one) year and will be further extended, based on the requirement of the Corporation on quarterly/half yearly/yearly basis as per same rate, unless it will stand cancel on expiry of contract or on written notice within thirty days.

The agreed price would be applicable throughout the contract period. No hike in price would be admissible; however, if the prices are reduced on any account, benefit of the same should be passed on to Corporation.

General Terms & Conditions

1. The willing agencies will have to quote their rate in their letter pad and rate is to be quoted both in words and in figures. Rate should be inclusive of GST.
2. **Optional Services:** The bidder shall indicate the charges for the services listed below as optional. However this will not considered for price evaluation and bidder selection.

Sl No.	Item Description	Per Mandays Rate (Rs.) inclusive all taxes
1.	Modification/ New module development charges into the existing Software	

3. All corrections are to be initialled.
4. The bidder should have an office at West Bengal.
5. All the aforesaid documents to be self-attested.
6. Original documents are to be checked before issue of work order.
7. WBMDFC reserves the right to reject any quotation or all quotations without assigning any reason.
8. Statutory deducted shall be made as per rule.
9. Validity of quotation 10(ten) days from the date of submission.
10. All agencies are requested to be present at the time of the opening of sealed quotation.
11. The successful agency has to undertake that all types of data should be preserved with proper security & safety and should not be shared with anybody.
12. If there is any breach of contract the terms with the successful bidder will be cancelled forthwith and legal action will be taken as deem fit & proper.



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13. The successful agency should maintain of the software of the Corporation. Any data should be updated or deleted from database will be done in consultation with the Corporation.
14. Minor changes/ modifications will be covered under the AMC. In case of development of new modules in existing software will be done in consultation with the Corporation and it is chargeable separately.
15. The administrative password of the portal should be kept confidential and not to share others without consulting with the Corporation.
16. The successful agency needs to support the Corporation with required software installation, server configuration, in whatever nature, database restore/ migration, hosting the application, performance tuning, etc. at Corporation provided server.
17. The successful agency should have to provide latest complete source code (not compiled code) on weekly basis and database structure of the modules in form of soft copy to the Corporation. The source code is to be run at WBMDFC office server by representative of your agency.
18. Conditional/Incomplete quotation will not be accepted.
19. During scrutiny, if it comes to the notice of the Quotation inviting authority that the credentials or any other documents is incorrect/manufactured/fabricated, that quotation will be out rightly rejected without any prejudice.
20. Before issuance of work order, the quotation inviting authority may verify the original credential and other documents of the lowest quotation if found necessary. In case, if it is found that the documents submitted by the lowest quotation either manufactured or false; the work order shall automatically stand cancelled and legal action as per prevailing rules shall be taken by Corporation (WBMDFC).
21. The successful agency shall have to provide documentation/ user manual of the modules in the form of soft copy. Also provide knowledge transfer plan, configuration management documentation, software requirement specification and functional requirement specification.
22. In case of urgency, the successful agency needs to support on Saturday/Sunday/ any other holidays.
23. The Corporation reserves the right to terminate the work order with a 15(fifteen) days' notice.
24. The contract of service/support may be terminated by issuing 1(one) month prior notice from agency side.

Managing Director



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Copy forwarded for information & wide circulation to the:

- i. PA to Chairman, WBMDFC
- ii. Directorate of Madrasah Education
- iii. Spl. Secretary, MA & ME Deptt., Govt. of West Bengal.
- iv. Secretary, Urdu Academy
- v. General Manager (Admin), WBMDFC
- vi. Chief Accounts Officer, WBMDFC
- vii. Manager Training, WBMDFC
- viii. Manager System, WBMDFC
- ix. Office Notice Board

Managing Director