

# NATIONAL INSTITUTE OF FASHION TECHNOLOGY

(A statutory body governed by the NIFT Act 2006 and set up by the Ministry of  
Textiles, Govt. of India)

HAUZ KHAS, HEAD OFFICE, NEW DELHI

Tender No.NIFT-HO/Projects/735/2020

## E-TENDER DOCUMENT FOR DESIGN & DEVELOPMENT OF VISIONXT WEB PORTAL

### Time Schedule for Tender Process:

Date & Time of Publication of Tender notification on official website / CPP Portal	1 <sup>st</sup> June,2021 at 1700 HRS
Download of Tender Document Commence from	1 <sup>st</sup> June, 2021at 1730 HRS
Last Date & Time for Submission of e-Tender Document	21 <sup>st</sup> June, 2021at 1500 HRS
Date and Time of the Opening of Technical Bids	22 <sup>nd</sup> June, 2021 at 1500 HRS
Presentation to be held	Technically Qualified bidders will be informed about the date separately.
Date and Time of the Opening of Financial Bids	will be notified to the technically qualified Tenderers

**Note: This e-tender document contains 28 pages (Total no. of pages including Annexures) and Tenderers are requested to sign on all the pages.**

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# NATIONAL INSTITUTE OF FASHION TECHNOLOGY

## HAUZ KHAS, NEW DELHI

### **Sub: Notice Inviting E-Tender for Design & Development of VisioNxtWebportal**

#### **1. Introduction:**

National Institute of Fashion Technology (NIFT) was set up by the Ministry of Textiles, Government of India in 1986 which has been accorded statutory status under the Act of Parliament in 2006 (NIFT Act 2006) for the promotion and development of education and research in field of Fashion Design Management Technology .

NIFT is an institute of National importance that provides fashion business education across the country through its network of 17 campuses. It provides four years under graduate (UG) programme in design and technology, two years post graduate (PG) programme in design, fashion management & fashion technology and short duration education programme to address the specialized needs of professionals and students in the field of fashion. NIFT has its Head Office at New Delhi with its campuses located at Bengaluru, Bhopal, Bhubaneswar, Chennai, Gandhinagar, Hyderabad, Jodhpur, Kangra, Kannur, Kolkata, Mumbai, New Delhi, Panchkula, Patna, Raebareli, Shillong and Srinagar.

**VisioNxt:** A project of national importance taken by NIFT under the R&D scheme of the Ministry of Textiles, Govt. of India. The project intends to create a forecasting system to develop AI and ML enabled indigenous forecast intending to cater the need of Indian fashion & retail industry, keeping the unique plurality of the country in consideration

National Institute of Fashion Technology is looking to develop a VisioNxt Web Portal development for “VisioNxt” trend and forecasting research project under the Ministry of Textiles, Govt. of India.

In addition, NIFT has also been entrusted the responsibility of the following three strategic projects: -

- 1. An initiation (Phase I) of development of indigenous Fashion Trend and Forecasting process for India:** To initiate the development of the first ever indigenous fashion forecasting system with integrated Artificial Intelligence.
- 2. To develop Fashion Trend insights report for India:** The Fashion Trend insights report that would map out micro and macro trends in style and color direction, using socio-cultural insights extracting regional accents from the country for Indian fashion industry in order to help brands/ manufacturers understand the forthcoming season. Overtime, this will streamline the Fashion industry towards focused vision and targeted product categories.
- 3. Capacity building of the industry to understand insights:** Visionxt will organize a round table to impart awareness to the professionals from the fashion industry on

fashion trend analysis and insights which will help them in consumer centric product and business development.

**Visonxt – Trend forecasting facility** The trend innovation lab ‘VisionNxt’ would be the first ever indigenous fashion forecasting service of India to give seasonal directions for our country, aligned to our national and sub-national socio-cultural constructs and market requirements. It will be providing validated processes to benchmark India specific trends forecast, and would be using state of the art technology including artificial intelligence. The reports generated are expected to help the apparel and other related industries in the country that rely on trends forecasts and analyses in developing product lines, reducing unsold stocks and strategizing entry into untapped markets.

NIFT, Head Office, New Delhi invites agency for design and development for web portal from reputed and proven track record for preparing a relevant web portal development, management & digital communication strategy for VisioNxt.

## 2. Notice Inviting E-Tender:

- a) Online Tender is inviting under Quality and Cost Base Selection (QCBS) from reputed vendors for **Design and Development of VisioNxtweb portal** as per Scope of Workare mentioned at **Annexure – III**.
- b) The interested firms should apply online and submit their e-tender along with scanned copies of all the relevant certificates, documents, etc. in support of their technical & price bids– all duly signed – on the <https://eprocure.gov.in/eprocure/app> on or before **21<sup>st</sup> June, 2021 at 1500** hrs. Tender document is also available for viewing on the “tenders” link of the NIFT website i.e. <http://www.nift.ac.in>
- c) Applications to this tender will be accepted only through the online mode through <https://eprocure.gov.in/eprocure/app>. No other mode of application will be considered & application will not be accepted.
- d) For applying online, the firm should get itself registered at <https://eprocure.gov.in/eprocure/app>.
- e) The basic hardware and software requirements for registration and applying for tender online are as under:
  - Operating System should be Windows 7 and above.
  - Java version: Java JRE download
  - Internet Explorer 8 and above or Mozilla Firefox.
  - All java add-ons must be enabled in the system.
  - Use Class II Digital Signature Certificates (DSC).
- f) The bidder should ensure that it complies with the above requirements before applying for tender on or before **21<sup>st</sup> June, 2021 at 1500 hrs**.

- g) EMD (refundable but non-interest bearing) an amount of Rs. 20,000/- (Rupees Twenty thousand only) (as per annexure – I) in form of Demand Draft in favour of “**VisioNxt - Trend Insight & Forecasting Lab**” payable at **New Delhi** / FD Receipt from a Commercial Bank / Bank Guarantee (in the prescribed format copy enclosed at **Annexure IV**) receipt from a Commercial Bank shall be submitted in sealed envelope superscribing “**Design & Development of VisioNxtweb portal**” and addressed to Dr. Sibichan K. Mathew, **NATIONAL INSTITUTE OF FASHION TECHNOLOGY**, 1st Floor, NIFT Campus, HauzKhas, Near Gulmohar Park, New Delhi – 110016. The bidder can also submit the EMD online instead of above mentioned mode in NIFT account as per bank details given below:

**Name of Account Name: VisioNxt - Trend Insight & Forecasting Lab**

**Name of Bank:** Union Bank of India, New Delhi

**Bank Account No.:** 340602050000039

**Bank Account Type:** Flexi Plus Saving

**IFSC Code:** UBIN0534064

The Technical Bids of the tender will be opened on **22<sup>nd</sup> June, 2021 at 1500hrs** in the presence of such vendors who may wish to be present, either by themselves or through their authorized representatives.

- h) On line submission of technical bid contained in prescribed Performa as per **Annexure - I** along with scanned copies of Demand Draft favour in “**VisioNxt - Trend Insight & Forecasting Lab**” and payable at New Delhi / FD receipt from a Commercial Bank / Bank Guarantee (**Format enclosed at Annexure – IV**) receipt from a Commercial Bank / Online (bank details are mentioned above) of Rs. 20,000/- towards Earnest Money Deposit (refundable but non-interest bearing) with all relevant documents. On line financial bid may be submitted / filled only as per **Annexure – II**.
- i) The online financial bid will be opened on the date which will be communicated to only those bidders who are found to be technically qualified after evaluation of technical bids.
- j) The interested bidders are advised to read carefully the entire tender document before submitting their tender and the tender documents not received online in prescribed format and / or are found incomplete in any respect will be summarily rejected.
- k) In case of any further clarification required relating to this tender, the same can be sought from the following officer of NIFT: -Dr. KaustavSengupta, PI (VisioNxt), Email :kaustav.sengupta@nift.ac.in

### 3. Selection / Evaluation Criteria:

**Technical Bid:**-The financial bid will be opened only of those bidders/companies who will qualify technical bid.

**Financial Bid:** Total cost of designing, developing, maintenance of VisioNxt Web Portal site as per the present requirement. The total cost should include the cost of **security audit of website and one year AMC** from the date of the web site going live and all taxes as applicable. The award of Contract will be based on combined Quality and Cost based selection. The evaluation of Technical and Financial bids will be made as mentioned below.

The award of Contract will be based on combined weightage of the technical and financial under Quality and Cost based Selection (QCBS). The evaluation of Technical and Financial bids will be made as per the criteria mentioned below.

#### i. Pre-requisite for Eligibility for bidder/company

- a. The company should have experience in satisfactorily designing, maintaining & managing Websites & live Hosting of educational institutions / University / Government / PSU / Corporate bodies /Private Companies / Sectors during the last 05 (five) years as under.
- b. No. of website developed (any of the following):

Sl.No	Nos. of Completed Projects for development of Web site.	Amount in (Lakhs) Rs.	During the last 05 (Five) Years as on 31 <sup>st</sup> March 2020
1	3	4 Lakhs	Last 05 years
2	2	5 Lakhs	Last 05 years
3	1	8 Lakhs	Last 05 years

- c. Average annual turnover of the company should be atleast Rs. 08 (eight) lakhs during immediate 03 (three) consecutive financial years ending 31st March 2020 i.e. 17-18, 18-19 & 19-20.

(Note: - bidder/ company who do not qualify the above criteria of a,b,c will not be considered for next stage evaluation)

### 4. Evaluation of Technical Bid

S.N.	Parameter of technical Criteria	Maximum Marks	Technical Criteria
1	Annual Turnover	20	(i) The annual average turnover upto Rs. 8 Lakhs - 12 Marks  (ii) The annual average turnover above Rs. 8 Lakhs and upto Rs.15 Lakhs - 16 Marks

			(iii) The annual average turnover above Rs. 15 Lakhs - 20 Marks
2	Presentation of 3 sample website templates*		
	a. Presentation Quality	8	
	b. Layout	8	
	c. Overall Aesthetics	8	
	d. Execution Plan	8	
	e. Technology	8	
3	Nos. of Website of Educational Institute/University/Government Sector/Private sector	20	(i) Website upto 7 numbers - 10 Marks (ii) Website above 7 and upto 10 numbers - 15 Marks (iii) Website above 10 numbers - 20 Marks
4	Nos. of years of work experience in website development	10	(i) Year of experience upto 5 years - 7 Marks (ii) Year of experience above 5 years - 10 Marks
5	Nos. of Technical Personnel in company	5	(i) Technical Persons upto 7 numbers - 03 Marks (ii) Technical Persons above 7 numbers - 05 Marks
6	Capability of handling multilingual projects, if any	5	(i) Multilingual project upto 2 nos - 03 Marks (ii) Multilingual project above 2 nos - 05 Marks
	Total	100	

**Note: (i) Bidders are requested to upload the scanned copies as proof for the above technical eligibility criteria**

**(ii) Participant bidder/ company to submit the present three layouts of proposed website before committee.**

**(iii) Only those tenderers who secure 60% marks and above on evaluation of their Technical Bids will be eligible for opening their financial bids.**

## **5. Final Combined Evaluation Process of the Bids**

The Technical and Financial Bid shall be evaluated separately. Tendering evaluation shall be done on marks scored by the Bidder on both Technical and Financial bid. (As per GFR rules 192). The weightage for Technical Bid is set at 70% whereas the weightage for Financial Bid is set at 30%.

**Evaluation of Financial bid** - After the cost comparison and bringing all costs to a standard evaluation number the price proposal will be evaluated using QCBS. The lowest evaluated Price Proposal will be given the maximum price score of 100 points. The price scores of the other Price Proposals will be computed on relative scale.

**Combined and Final Evaluation-** Proposals will finally be ranked according to the total score (Technical Score + FinancialScore).

### **Formula for Determining the Price Scores**

- 70% weightage will be awarded for Technical Evaluation and 30% weightage will be awarded for FinancialEvaluation.
- Technical Bid will be assigned a Technical score (Ts) out of a maximum of 100 points, as per the Scoring Model provided in the previous section.
- The Financial bid would be normalized on a scale of 100, with lowest score being normalized to 100 and the rest being awarded on a pro-rata basis. Such normalized scores would be considered for the purpose of QCBS based evaluation, explained in section below.

### **Final Evaluation Criteria Quality and Cost based selection (QCBS)**

The individual Bidder's Price bids are normalized as per the formula below:  $F_n = F_{min}/F_b * 100$  (rounded off to 2 decimal places) Where,

$F_n$  = Normalized commercial score for the Bidder under consideration  $F_b$  = Absolute financial quote for the Bidder under consideration

$F_{min}$  = Minimum absolute financial quote

**Composite Score (S) =  $T_s * 0.7 + F_n * 0.3$**

**The Bidder with the highest Composite Score(s) would be awarded the contract.**

### **6. Documents Required :**

Following relevant documents shall be submitted with Technical Bids (Annexure I) duly certified by authorized representatives of the company:-

- i. The Proof of Average annual turnover of the company should be at least Rs. 08 (eight) lakhs during immediate 03 (three) consecutive financial years ending 31st March 2020 i.e. 17-18, 18-19 & 19-20.
- ii. Earnest Money Deposit (EMD) of Rs. 20,000/- (Rupees Twenty thousand only) (as per **Annexure – I**) in form of Demand Draft in favour of “**VisioNxt - Trend Insight & Forecasting Lab**” payable at **New Delhi**/ FD Receipt from a Commercial Bank / Bank Guarantee (in the prescribed format copy enclosed at **Annexure IV**) and Online (Bank details as mentioned above)
- iii. Those bidders exempted to pay EMD cost are required to submit the certificate issued by the concerned department (like MSME, NSIC etc.)
- iv. The bidder must have experience of at least 5 years of satisfactorily designing, maintaining & managing Websites & live Hosting of educational institutions / University / Government / PSU / Corporate bodies / Private Companies / Sectors.. Bidder shall furnish documentary evidence i.e. work order/successfully completion certificate in this regard.



- v. Bidder should have experience for development of website of Educational Institute/University/ Government Sector /Private sector during the last of 5 years.
- vi. Copy of GST/PAN/TAN number of the firm/ company.
- vii. Certificates / Undertaking to the effect that the bidder/company had never been blacklisted by any of the Government Organisation / Agencies.
- viii. No. of technical personnel employed in organization with complete list duly self attested in the letter head of the company.
- ix. Detailed Technical Proposal content shall be provided in the Format at **ANNEXURE – I**.

**ALL DOCUMENTS SHOULD BE ENCLOSED SERIALIZED/ INDEXED IN BOLD AND AS MENTIONED ABOVE DULY SIGNED BY AUHTORISED PERSON(S).**

## **7. Technical Requirements**

- (i) Design, aesthetics, color combination, background and screens according to the logo and screens, structure and layouts to be in consultation with NIFTVisioNxt Team.
- (ii) It should ensure adherence to commonly accepted standards and practices, including W3C compliance. The website should be accessible by differently abled people and should be Web content accessibility guidelines(WCAG) 2.0 Level II compliant.
- (iii) The Sections like News and Events, Trends, Resources, Gallery etc. must be dynamic with provision to maintain Archives for the same.
- (iv) Provide extensive Website analytics and statistics like visitor analysis.
- (v) LMS services must be integrated in the website
- (vi) Provide Super Administrator credential for User Management, ContentManagement, Menu Management , microsites / web portals.
- (vii) Rich User Interface (Web 3.0 or web 2.0) based on framework likeBootstrap.
- (viii) Design of the website as per the GIGW guidelines and userresponsive page design compatible to multiple devices (computers,tablets, mobiles and any other).
- (ix) The development approach should conform to the best practices in thewebsite development and maintenance industry. The Website should bedeveloped with the latest technology, using up-to-date and wellestablished development tools and software.
- (x) Website should be developed using Free and Open Source Software(FOSS) solutions along with content management software. Use opensource programming language like PHP etc and database like MySQLetc.
- (xi) The bidders will be required to give a presentation about the layout and the presentation should include at least 3 design layouts of the proposedwebsite and should contain details about the work flow and CMS of the proposed website.

- (xii) Website is expected to reflect the activities of NIFT and to show case NIFT as a premier institute of fashion technology.
- (xiii) Web content must be published and validated to the grammar HTML (latest version) XHTML (latest version).
- (xiv) Website developed will be tested by NIFT or its appointed agent/representative with required technical and other capabilities to inspect, test and evaluate the Website and determine whether it satisfies the acceptance criteria as agreed upon in the work plan. Bidder/ company will rectify the deficiencies and other deviations from work plan identified by NIFT immediately and not later than 10 days from the date of intimation by NIFT. Re-evaluation will be done by NIFT or its representative and if deficiency is not rectified, NIFT will be at liberty to invoke suitable penalty clauses and/or cancel the contract without further notice. Payment release will be subject to NIFT conveying acceptance after evaluation.
- (xv) The bidder/ company will provide for the following security features:
- (xvi) Tools for control and monitoring Website security.
- (xvii) Protection against defacement, hacking.
- (xviii) Design should incorporate security features to protect the site from Session Hijacking, Sql injection, Cross scripting, Denial of Service etc.
- (xix) Payment Terms: 90% payment of order value will be made on delivery, completion, hosting of portal and successful audit from CERT in empanelled agency or any Government of India Agency for security audit certificate / safe to host certificate along with transfer of final source code and balance 10% payment shall be released after closure of maintenance contract.

#### **8. Warranties and Liability:**

- (i) The bidder/company will warrant that the Website will be free of programming errors and defects in workmanship and materials, and that it will be in full conformity with the specifications in the work plan. Any shortcomings noticed or identified by the NIFT in this regard will make the bidder liable to penalties and the bidder will be required to rectify the defects promptly at own expense.
- (ii) The bidder/company will not sub-let the contract or part it to any other agency or individual(s).
- (iii) The bidder/company further warrants that it owns and has complete rights to license, convey and without any encumbrance the Website and deliverables covered in the contract.

- (iv) The bidder/company further warrants that it has obtained all required registrations, permissions and consents from all third parties necessary to deliver the Website , background technology and deliverables.
- (v) The bidder/company expressly warrants that the Website does not contain any protective feature designed to restrict or prevent its use by NIFT or its agents and customers.
- (vi) The bidder/company further warrants that the Website or any associated portion of it does not contain any virus, worm, Trojan horse routines, trap door, time bomb, or any other codes or instructions that may be used to access modify damage or disable the Website or computer system including that of the customers and other users of the Website .
- (vii) The bidder/company warrants that the Website will be compatible for hosting on the server of ERNET as specified in the work plan.
- (viii) The bidder/company warrants that the Website does not infringe upon the trademark, copyright patent trade secrets or any other rights of any third party and where there is a use or infringement the bidder/ company shall obtain a license for use from the rights holder permitting such use. The bidder/ company shall indemnify NIFT against liability for infringement. The bidder/company warrants that all content forming part of the Website is provided from or obtained only from NIFT. The intellectual property rights of website will be the propriety of NIFT and cannot be used by anyone else without the permission of NIFT.
- (ix) Assignment: The bidder/ company shall not assign any rights or obligations to a third party.
- (x) Penalties for Non-Compliance: The bidder/ company undertakes to comply fully with the NIFT's requirements for the project. The project should be completed as per the work plan agreed upon. In case the bidder/ company does not complete the project as per work plan, NIFT will be at liberty to levy a penalty of upto 2% of the Contract Amount for every two weeks of delay. The maximum amount of penalty shall not exceed 10% of contract value including Performance Security that shall also be forfeited.
- (xi) In case of any breach of the contract NIFT will be entitled to withhold any payments due and accrued and also to invoke performance security submitted by the bidder/ company. NIFT will also be entitled to initiate any actions to recover in whole or part any of the amounts already released to the bidder/ company upto that time, besides any other action that NIFT may like to take against the bidder/ company.

## **9. Trademarks & Copyright:**

- (i) The deliverables and any other documentation materials or transfer of all related intellectual property rights or works commissioned by NIFT and as such will be the sole property of NIFT and the NIFT will be vested with all rights, title and interest therein.
- (ii) The copyright in respect of all works associated with the brand management / strategy for NIFT will be vested with NIFT. All associated patents, copyrights and trade secret rights shall be the exclusive property of NIFT.
- (iii) Bidder/ company shall provide to the NIFT complete website source code and modified source code of website, related dependencies as well as CMS, along with transfer of all related Intellectual Property Rights of the modified source code to NIFT used for the Website development.
- (iv) The bidder/ company shall also assist NIFT in hosting of the Website if there is a relocation of the Website during the currency of the contract.

## **10. General Terms and Conditions:**

- 1. The bidders / companies shall acquaint himself fully with requirement of NIFT. No compensation on account of any difficulties will be entertained at a later stage after award of works.
- 2. The bidders must enclosed adequate documents and if not enclosed, NIFT reserves the right to reject any or all the Bids either fully or partly without assigning any reasons and is not bound to accept the lowest bid. The decision of the NIFT will be final and shall be binding on bidders at any time and at its sole discretion.
- 3. Tenders shall be submitted in prescribed tender form through online only. The tender shall be liable for rejection if not submitted in the prescribed format.
- 4. That the technical bid shall be opened first and only the qualified bidders / companies selected by Tender Committee shall participate in the Presentation / financial bid.
- 5. In the event of the bid being submitted by a firm, it must be signed separately by each partner thereof or in the event of the absence of any partner, it must be signed on his behalf by a person holding a power of attorney authorizing him to do so or in the case of a company, the tender be signed in the manner laid down in the said Company's Article of the Association. The signatures on the tenders will be deemed to be the authorized signatures.
- 6. All the pages of the Tender document should be signed by the owner of the company or his Authorized Signatory as token of acceptance of Terms & Conditions. In case the Authorized signatory signs the tender, a copy of the power of attorney / authorization may be enclosed along with tender.

7. Bids received after the specified date and time, due to whatever reason, shall not be considered for bidding.
8. Conditional Bids/Vague offers shall not be considered.
9. In the absence of required EMD cost, bid shall be deemed to be invalid & will be rejected by NIFT. Those bidders who are exempted from submission of EMD cost, they have to submit scanned copy of requisite certificate issued by the concerned authority like - "NSIC". Exemption/ relaxation will be allowed to starts up and MSEs as per applicable Government of India rules/guidelines. Prior Turnover and prior experience will also be relaxed to starts up as per OM issued by Government of India. The EMD will be returned to unsuccessful bidders. No interest shall accrue to this deposit which will be returned after completion of the work and after adjusting dues, if any.
10. EMD shall be forfeited in case of the following:
  - a. The tenderer withdraws their offer during the period of tender validity.
  - b. After opening of tender, the tenderer fails to honour the contract or refuses to comply with any or all terms and conditions of the tender.
  - c. If the successful tenderer failed to furnish the security deposit as required.
11. Any change(s) w.r.t. this tender will be notified through website only the bidder/company is responsible for clarifying any ambiguity, conflict, discrepancy, omission, or other error in the tender prior to submitting the proposal. Requests for clarifications should be sent to E-mail: Dr. KaustavSengupta, PI (VisioNxt), Email :kaustav.sengupta@nift.ac.in
12. The date of the Demand Draft / FDR / BG / Pay Order will be after the publication of this tender.
13. Late tender will not be considered at all.
14. NIFT Head Office GSTIN. 07AAATN2067J1ZI
15. Bidder who secured highest composite scores to whom contract awarded will be required to deposit performance security @ 5% of the contract sum in the shape of Demand Draft in favour of "**VisioNxt-Trend Insight & Forecasting Lab**" payable at New Delhi / Pay Order / FD Receipt / Bank Guarantee (Copy of Format is enclosed at **Annexure V**). This performance security must be deposited within 10 days of the award of the contract. No interest will be paid on the performance security. Refund of performance guarantee will be released after successful completion the works of said contract.
16. The tender for the works shall remain open for acceptance for a period of 90 days from the date of opening of financial bids. The Earnest Money Deposit (EMD) will be forfeited in case of bidder / company withdraws his bid during the validity period.
17. The bidder / company must ensure that the conditions that are laid down for submissions of offers are complete and correctly filled. The rates and units shall not be overwritten and shall

be in both i.e. figures and words. Any omission to fill the rates and units shall altogether debar the quote from being considered.

18. In case two or more companies / agencies are found to have score same marks as per evaluation criteria, the Competent Authority authorized by NIFT shall decide about the Bidder to which the offer shall be granted based on the report on the past performance of the firm, and length of experience etc. The decision of the Competent Authority of NIFT shall be final.
19. The losses to the institute which are directly attributable to the agency shall be deducted from the bills adjusted from the Security deposit.
20. The tender work award is not transferable under any circumstances.
21. All costs incurred in connection with submission of bids like preparation, submission any personal visits, submitting the bids personally; subsequent processing etc. shall be borne by the bidder. NIFT will not be responsible / liable for the same regardless of the outcome of the tendering process.
22. NIFT reserves the right to accept or reject any or all the tenders without assigning any reason.
23. TDS and other Taxes as applicable will be deducted from bidder / company bills as per Govt. guidelines from time to time.
24. **Relaxation in turn over & Experience:** As per the Govt., of India policy circular 1/(2)/2016/MA dated 10<sup>th</sup> March, 2016 relaxation shall be provided to Startups in public procurement on prior experience & turn over criteria subject to meeting quality and technical specifications.
25. In the absence of required EMD cost, bid shall deem to be invalid & shall be rejected by NIFT. Those bidders, who are exempted from submission of EMD cost, have to submit scanned copy of requisite certificate issued by the concerned authority like- "NSIC & MSME". The EMD shall be returned to the bidders except the successful bidder as soon as the tender for awarding the job is finalized. NO interest shall accrue to this deposit which will be returned after completion of the work and after adjusting dues, if any.
26. The successful firm shall have to execute an agreement on a nonjudicial paper of the value of Rs. 100/- duly signed and stamped.
27. OM no 6/18/2019-PPD dated 23.07.2020 of Ministry of Finance, Department of Expenditure Public procurement Division, Govt of India regarding Rule 144 (xi) of GFR 2017 shall have to follow by the tenderes.
28. Provisions of Public Procurement (Preference to Make in India), order 2017 as amended on 16.09.2020 shall have to follow by the tenderes.

**Delivery Terms and Period:**

The regular services will be handled by the successful bidder and will start from the date of award of contract. The bidder will undertake a study to finalize the requirements in consultation with NIFT. The work plan outlining the different phases and delivery schedule will be submitted to NIFT for approval. The bidder should ensure timely completion of work as per schedule.

**Penalty:-**

NIFT will be at liberty to levy a penalty of upto 2% of the Contract Amount for every two weeks of delay. The maximum amount of penalty shall not exceed 10% of contract value including Performance Security that shall also be forfeited except due to any reasons beyond the control of the Agency (Force Majeure).

**Cancellation / termination of agreement:**

NIFT at its sole discretion with prior notice can cancel / terminate the agreement without assigning any reasons thereof. The bidder will deliver to NIFT all the work deliverable completed and confirm in writing that all rights and permissions and licenses are also vested now with NIFT and that it is free of royalty and is fully paid up. All payments due to bidder and payable till that time will only be paid by NIFT.

**11. Conciliation / Arbitration:**

- (i) If any dispute(s) or difference of any kind whatsoever arise between the parties, the parties hereto shall negotiate with a view to its amicable resolution & settlement through a Committee appointed by DG-NIFT.
- (ii) In the event no amicable resolution or settlement is reached between the parties within 30 days after receipt of notice by one party, then the disputes or differences as detailed above shall be referred to & settled by the sole Arbitrator to be appointed mutually by the parties.
- (iii) The Arbitration proceedings shall be in accordance with the preventing Arbitration & Conciliation Act, 1996 & Laws of India as amended or enacted from time to time.
- (iv) The venue of the Arbitration shall be New Delhi.
- (v) The Arbitrator will give the speaking & reasoned award.

**12. Applicable Law & Jurisdiction:**

All matters connected with this shall be governed by the Indian law both substantive & procedural for the time being in force & shall be subject to the exclusive jurisdiction of Indian Court at Delhi.

NIFT reserves the right to annul the bidding process at any time period to award of contract including rejection of any or all bids after the same have been received, without thereby incurring any liability to the affected bidder / company or any obligation to inform the affected bidders / companies on the ground of NIFT action.

**13. Validity:**

- (i) The bidders / companies should satisfy themselves before submission of the tender to NIFT that they meet the qualifying criteria and capability as laid down in the Tender document.
- (ii) Rates should be valid for a period of 3 (Three) months from opening of Financial Bid.
- (iii) The tender should be submitted and signed by a duly authorized person, giving full name of the company with its current business address.
- (iv) The bidders / companies should satisfy themselves before submission of the tender to NIFT that they meet the qualifying criteria and capability as laid down in the Tender document.

**14. Time Duration for the completion of Design and Development of website:**

The design and development of the website as per scope of work mentioned in the tender shall be completed within 04 months from the date of the receipt of the work order by the Agency.

**(Prof. Dr. M.K. Gandhi)**  
**AI (VisioNxt)**

**Signature of Tenderer** :-----

**Name of the Authorized Signatory** :-----

**Name of the Company/Firm** :-----

**Seal of the Company/Firm** :-----

**Address** :-----

**Contact No.:**-----



## Checklist

Sl.	Documents to be submitted	Proof Required
1	The proof of Average Annual turnover of Rupees Eight lakhs of last three financial years i.e. 2017-18,2018-19 and 2019-20 shall be duly certified by CA	To be attached
2	The company should have at least Five (05) years of experience in designing, maintaining & managing Websites & live Hosting of educational institutions/University/Government/ PSU/Corporate bodies/Private Companies/Sectors.	To be attached
3	Bidder should submit the proof of the work order/successfully completion certificate in last 05 years.	To be attached
4	Copy of GST/PAN/TAN number of the firm/ company.	To be attached
5	The Bidder capability of handling multi lingual projects and should attach proof / certificate from referenceable clients, if any.	To be attached
6	Detailed Technical Proposal content shall be provided in the Format at <b>Annexure – I</b>	To be attached
7	Certificates / Undertaking to the effect that the bidder had never been blacklisted by any of the Government Organisation / Agencies (self attested)	To be attached
8	Earnest Money Deposit of Rs. 20,000/-in the form of Demand Draft/ Pay Order in favour of “VisioNxt – Trend Insight & forecasting lab” payable at New Delhi.	To be attached
9	Those bidders exempted to pay EMD cost are required to submit the certificate issued by the concerned department (like MSME, NSIC etc.)	To be attached
10	No. of technical personnel employed in organization with complete list duly self attested.	To be attached

**ALL DOCUMENTS SHOULD BE ENCLOSED SERIALIZED/ INDEXED IN BOLD AND AS MENTIONED ABOVE DULY SIGNED BY AUTHORISED PERSON(S).**

**Signature of Tenderer** :-----

**Name of the Authorized Signatory** :-----

**Name of the Company/Firm** :-----

**Seal of the Company/Firm** :-----

**Address** :-----

**Contact No.:**-----

**TECHNICAL BID FOR DESIGN AND DEVELOPMENT OF VISIONXTWEB PORTAL****(To be submitted online only)**

1. Name of Company :
2. Name of the Authorized Person(s) :  
(WHO SIGNS ON THE TENDER DOCUMENT) :
3. Address of the company :
4. Phone No :
5. Email- Address :
6. Mobile No :

**Evaluation of Technical Criteria:**

S.No	Details	Information to be filled by bidder/company
<b>(Profile of the Company)</b>		
1	The proof of Average Annual turnover of Rupees Eight lakhs of last three financial years i.e. 2017-18,2018-19 and 2019-20 shall be duly certified by CA	To be attached
2	The company should have at least Five (05) years of experience in designing, maintaining & managing Websites & live Hosting of educational institutions/University/Government/ PSU/Corporate bodies/Private Companies/Sectors. Bidder should submit the proof of the work order/successfully completion certificate in last 05 years.	To be attached
3	Copy of GST/PAN/TAN number of the firm/ company.	To be attached
4	The Bidder capability of handling multi lingual projects and should attach proof / certificate from referenceable clients, if any.	To be attached
5	Certificates / Undertaking to the effect that the bidder had never been blacklisted by any of the Government Organisation / Agencies (self attested)	To be attached
6	Earnest Money Deposit of Rs. 20,000/-in the form of Demand Draft/ Pay Order in favour of "VisioNxt – Trend Insight & forecasting lab" payable at New Delhi.	To be attached
7	Those bidders exempted to pay EMD cost are required to submit the certificate issued by the concerned department (like MSME, NSIC etc.)	To be attached
8	No. of technical personnel employed in organization with complete list duly self attested.	To be attached

Signature of Tenderer :-----

Name of the Authorized Signatory :-----

Name of the Company/Firm :-----

Seal of the Company/Firm :-----

Address :-----

Contact No.:-----

**National Institute of Fashion Technology  
Read and Accepted (Signature and Stamp of the Bidder)**

**DECLARATION BY THE TENDERER:**

It is hereby declared that I / We the undersigned, have read and examined all the terms and conditions etc. of the tender document for which I / We have signed and submitted the tender 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 / us and I / We will abide by all the terms and conditions. This is also certified that I / We / our principal firm have no objection in signing the Work Order for the Brand / Communication Strategy and media coordination, if the opportunity for the managing the Brand / Communication Strategy and media coordination of National Institute of Fashion Technology against this tender is given to me / us.

**Signature of Tenderer** :-----

**Name of the Authorized Signatory** :-----

**Name of the Company/Firm** :-----

**Seal of the Company/Firm** :-----

**Address** :-----

-----

**Contact No.:**-----

**FINANCIAL BID FOR DESIGN & DEVELOPMENT OF VISIONXT WEB PORTAL**  
**(To be submitted online only)**

**NIFT Head Office GSTIN. - 07AAATN2067J1ZI**

Sl. No.	Particulars	Amount in Rs.
1	Designing and developing of the VisioNxt Web portal. This cost should include the cost of Security Audit of website.	
2	Annual Maintenance Contract Charges, Services support must include – Online/offline maintenance support, trouble shooting, regular contents upload/changes, date backups service support etc. as per the user department requirements & convenience for 12 months from the date of go live	
3	<b>Total cost (Sl.1+2) excluding all taxes</b>	
4	Taxes to be indicated separately	
5	<b>Total project cost (Sl.No.3+4) including taxes</b>	

(Rupees in words.....)

Signature of Tenderer :-----

Name of the Authorized Signatory :-----

Name of the Company/Firm :-----

Seal of the Company/Firm :-----

Address :-----

-----

Contact No.:-----

**SCOPE OF WORK**

A detailed scope of work is listed below that the empanelled agency must conform for. Please note that the following scope of work will also be expected to be demonstrated during the selection criteria.

1. The structure of the website needs to be built based on wireframes, which will be provided by the visionxt team.
2. Ensuring all data security and privacy requirements and standards are maintained,
3. Platform and dashboard to have item retrieval abilities based on Key-word search or image search
4. Ensuring all data security and privacy requirements and standards are maintained
5. Platform and dashboards should support responsive, interactive, and dynamic with real-time data churning abilities. The portal should be available for use on the Web and as a Phone APP and compatible with different size screens (computer, tablet, mobiles and any other). Should be able to support Video Content without Plugins.
6. Should support multitasking on multiple screens and browsers
7. Allows multiple user access levels / graded access for downloading, printing etc. and authorization of Users depending on Roles
8. The developer should provide an APK(application) version of the website.
9. The website should be able to handle dynamic content, and It should have the ability to get updated as a multilingual website (mostly English and Hindi)
10. The website should display contents from external links such as social media and blogs. And it should have a link with Visionxt LMS platform.
11. Maintenance of Web portal, algorithms, serves, dashboards, after Go-Live till 12 months from Go-live. The website needs to be tested and audited by experts for before handover, and it should have a warranty period of at least 12 months.
12. Compatible with browsers like Chrome, Mozilla Firefox, Internet Explorer,Microsoft Edge, Safari, Opera etc.,
13. The video files and image file uploading facility shall be provided in the website as per the wireframe

A rough estimate of number of pages and their functionality is given below:

Title	Remarks
Number of pages in website	24 pages (Approximate)
Type of pages	Users View : 12 pages, Admin panel : 12 pages (approximate)
Landing page	Contains images, videos, texts, links to other pages,search bar.
Type of content	3 sub menus, each contains images, texts, pdf, filtering content via keyword,link to other pages, link to youtube videos
Type of content in sub pages	Contains infographics, videos, images, real time data - approximate location of people on india map.
Navigation Elements	2 submenus - 1 contains text and image to link to another page, 2nd contains invitation( in form of image and text) and link to other page.
Navigation Elements	Contains 4 submenus( sub pages) - images, text, link to outside websites, videos.
Admin Panel	<p>For User view Contains login page(via email), manage subscription, buy new subscription.</p> <p>Also for admin view Contains 3 sub pages :</p> <p>page 1 - access management of employees.</p> <p>Page 2 - content uploading page.</p> <p>Page 3 - dashboard : from google analytics for website.</p>

**BANK GUARANTEE FORMAT FOR FURNISHING EMD**

Whereas.....  
.....(hereinafter called the “tenderer”)has submitted their offer dated .....for  
Design & development of Web Portal (hereinafter called the “tender”)against the purchaser’s tender  
enquiry No. .... KNOW ALL MEN by  
these presents that WE .....of.....  
having our registered office at ..... are bound unto **National  
Institute of Fashion Technology** (hereinafter called the “Purchaser”) in the sum of -----  
-----for which payment will and truly to be made to the said Purchaser, the Bank binds itself, its  
successors and assigns by these presents. Sealed with the Common Seal of the said Bank this  
..... day of ..... 2021

THE CONDITIONS OF THIS OBLIGATION ARE:

1. If the tenderer withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of this tender.
2. If the tenderer having been notified of the acceptance of his tender by the Purchaser during the period of its validity : -
  - a) If the tenderer fails to furnish the Performance Security for the due performance of the contract.
  - b) Fails or refuses to accept / execute the contract.

We undertake to pay the Purchaser up to the above amount upon receipt of its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or both the two conditions, specifying the occurred condition or conditions.

.....  
**(Signature of the authorized officer of the Bank)**  
.....  
.....

**Name and designation of the officer**  
.....

**Seal, name & address of the Bank and address of the Branch**

**BANK GUARANTEE FORMAT FOR FURNISHING SECURITY DEPOSIT**

1. In consideration of National Institute of Fashion Technology, having its Head Office at NIFT Campus, Near Gulmohar Park, HuazKhas, New Delhi – 110016

( hereinafter referred to as NIFT which expression shall unless repugnant to the context or meaning thereof include its successors, administrators and assigns) having awarded to----- with its Registered / Head Office at -----(hereinafter referred to as the 'Contractor' which expression shall unless repugnant to the context or meaning thereof, include its successors, administrators, executors and assigns), a contract by issue of NIFT's Letter of Intent No.-----dated-----and the same having been unequivocally accepted by the contractor resulting in a 'Contract' bearing No.-----dated-----valid at Rs.------(Rupees-----only) for -----and the Contractor having agreed to provide a Contract Performance Guarantee for the faithful performance of the entire Contract equivalent to Rs.------(Rupees-----value of the contract to NIFT, we -----having its Head Office at .....shall unless repugnant to the context or meaning thereof, include its successors, administrators, executors and assigns), do hereby guarantee and undertake to pay NIFT, on demand any and all money payable by the Contractor to the extent of Rs.------(Rupees-----only) as aforesaid at any time upto without any demand reservation contest, recourse for protest Bank shall be conclusive and binding notwithstanding any difference between NIFT and Contractor or any dispute pending before any Court, Tribunal or any other authority.

2. We, the -----Bank undertake not to revoke with guarantee during its currency without previous consent of NIFT and further agree that the guarantee herein contained shall continue to be enforceable till NIFT discharges this guarantee or -----which is earlier.

3. NIFT shall have the fullest liberty without affecting in any way the liability of the Bank under this guarantee from time to time to extend the time for performance of the contract by the Contractor. NIFT shall have the fullest liberty, without affecting this guarantee, to postpone from time to time the exercise of any powers vested in them or of any right which they might have against the Contractor, and to exercise the same at any time in any manner and either to enforce or to forbear to enforce any covenants, contained or implied, in the Contract between NIFT and the Contractor or any other course or remedy or security available to NIFT. The Bank shall not be released of its obligations under this guarantee by any exercise by NIFT of its liberty with reference to the matter aforesaid or any of them or by reason of any other acts of omission or commission on the part of NIFT or any other indulgence shown by NIFT or by any other matters or thing whatsoever which under law would , but for this provision have the effect of relieving the Bank.

4. The Bank also agrees that NIFT and its option shall be entitled to enforce this guarantee against the Bank as a principal debtor, in the first instance without processing against the



Contractor and notwithstanding any security or other guarantee that NIFT may have in relation to the Contractor's liabilities.

5. This guarantee shall not be affected by any changes in the constitution of Contractor nor shall it be affected by any charges in the constitution of NIFT or by any amalgamation or absorption thereof or therewith but will ensure for and be available to and enforceable by absorbing or amalgamated company or concern.
6. Notwithstanding anything contained hereinabove, our liability under this guarantee is restricted to Rs.----- (Rupees-----only) subject to the clause as stated immediately hereafter. This guarantee shall remain in force till.
7. This guarantee shall continue and hold good until it is released by NIFT on the application of the Contractor after expiry of the relative guarantee period of the said Contract and after the contractor has discharged all their obligations under the said Contract and produced a certificate from NIFT's representative certifying the due completion of the work under the said contract and submitted 'No-demand Certificate' provided always that unless extended this guarantee shall remain in force till----- should it be necessary to extend this guarantee beyond the said date on account of extension being granted by NIFT to the Contractor in respect of completion of works under the said contract or otherwise, we undertake to extend forthwith the period of the guarantee on NIFT's request till such time as may be required by NIFT.
8. We-----Bank shall be discharge of our liability under the guarantee unless a claim is made by NIFT within 3(three) months from the date of expiry of this Bank Guarantee.

**(On Rs. 100/- Non-Judicial Stamp Paper) CONTRACT AGREEMENT**

(To be signed by the qualified bidder, before rendering services to NIFT)

1. This agreement is made on ..... (date) between National Institute of Fashion Technology (Hereinafter called NIFT which expression shall unless excluded by repugnant to context, include his successors and assignees) and \_\_\_\_\_ (Hereinafter called the bidder/ company which expression shall unless excluded by or repugnant to context, include his successors and assignees) on the other part. The agreement shall remain valid from..... to.....
2. Whereas NIFT has invited tender for Design & Development of Visionxt Web portal.
3. NIFT has approved the tender for the work at an amount of Rs..... The work is to be carried out as per the direction of the designated officer.
4. The contract period shall be initially for ..... with effect from.....to..... which can be extended on mutual consent of both the parties for the additional period. The following documents have been annexed as integral part of contract and initiated one behalf of parties hereto: (a) Tender document. (b) Price bid No. .... (c) Letter No. ....
5. It shall be the sole responsibility of the bidder/ company to ensure effective services and if there is any loss/shortage of any material to the institute during the course of their duties on account of dishonesty, theft, connivance or due to any cause other than natural calamity. The same shall be recovered from the agency.
6. The bidder/ company will take all steps as required under law in case of any loss or other contingency in consultation with NIFT.
7. The bidder/ company has furnished a Performance Security of .....(Rupees.....only) in shape of "Deposit at Call" No.....duly pledged and renewed upto ..... in favour of "NIFT", New Delhi, which shall carry no interest.
8. That in case of any dispute arising between the parties with reference to the contract, interpretation of the terms or any claim whatsoever, NIFT or any person appointed by NIFT shall be the sole Arbitrator to decide the matter and the provisions of Arbitration and Conciliation Act 1996 shall be applicable. The bidder/ company shall have no objection to the Designated Arbitrator or other appointed person as Arbitrator by him. The place of Arbitration proceedings shall be at New Delhi
9. The bidder/ company will not sub-let the contract of these services to any other agency or individual(s).
10. The bidder/ company amount of this work is as per the rate approved with services charges.

11. The bidder/ company will be responsible for compliance of various statutory obligations and law enacted from time to time.
12. The bidder/ company shall maintain absolute security with regard to all the matter that comes to his knowledge by virtue of this contract.
13. It is clearly understood by both the parties that this agreement is a financial agreement and not one is creating any employment.
14. Consolidated bill with the full details pertaining to the specified period / stage of completion will be submitted by the bidder/ company and after due scrutiny NIFT will make requisite payment to bidder/ company..
15. That the terms of tender which have not been mentioned in the contract shall also apply and form part of the contract for all the intents and purposes.
16. Decision of NIFT in regard to interpretation of the Terms and Conditions and the Contract Agreement shall be final and binding on the bidder/ company.
17. That in case of any loss being suffered by NIFT or the violation of the terms and conditions of contract; the NIFT shall have right to deduct all claims against bidder/ company for the security and NIFT shall have right to forfeit and deduct the claim amount from the security amount partly or entirely as per the claim.
18. The time frame for study, design and development of the Website including successful audit from CERT-In empanelled agency or any Government of India Agency for security audit certificate for safe hosting of website and completion of the portal along with the transfer of final source code will be 04 (Four) months from the date of award of the contract.
19. The bidder/ company undertakes to comply fully with the NIFT's requirements for the project. The project should be completed as per the work plan agreed upon. In case the bidder/ company does not complete the project as per work plan, the NIFT will be at liberty to levy a penalty of upto 2% of the Contract Amount for every two weeks of delay. The maximum amount of penalty shall not exceed 10% of contract value. In addition, amount of security shall also be forfeited.  
  
In case of any breach of the contract the NIFT will be entitled to withhold any payments due and accrued and also to invoke the NIFT guarantees furnished by the bidder/ company. NIFT will also be entitled to initiate any actions to recover in whole or part any of the amounts already released to the bidder/ company upto that time, besides any other action that the University may like to take against the bidder/ company.
20. That in case of any loss being suffered by NIFT or the violation of the terms and conditions of the contract, the NIFT shall have right to deduct all claim amount against bidder/ company and NIFT shall have right to deduct the claim amount from the security amount partly or entirely as per the claim.

- 21 . Termination: The Contract may be terminated by giving one months' notice, in case the agency:
- (a) Assigns or sub-contracts any of this service.
  - (b) Violation/contravention of any of the terms and conditions mentioned herein.
  - (c) Does not improve the performance of the services in spite of instructions.
  - (d) Any violation of instruction/agreement or suppression of facts.
  - (e) Bidder/ company being declared insolvent by competent court of law. On termination of the contract, NIFT shall not indemnify any loss caused to the agency by such terminations, whatsoever it may be. During the notice period for termination of the contract in the situation contemplated above, the bidder/ company shall keep on discharging his duties till the expiry of notice period.
22. Arbitration: In case of any dispute or differences arising on terms and conditions, the sameshall be settled by reference to arbitration by Sole Arbitrator to be appointed mutually by the parties.  
THIS WITNESS WHEREOF both the parties have set and subscribed their respective hands with their seal in the presence of the witness:
- 23 Payment Terms: 90% payment of order value will be made on delivery, completion, hosting of portal and successful audit from CERT-In empanelled agency or any Government of India Agency for security audit certificate / safe to host certificate along with transfer of final source code and balance 10% payment shall be released after the closure of maintenance contract

**National Institute of Fashion Technology (NIFT)**

**Witness:**

- 1.
- 2.

**AGENCY**

**Witness:**

- 1.
- 2.