

# Gokhale Institute of Politics and Economics

(Founded by Rao Bahadur R.R. Kale, Satara)  
(Deemed to be University u/s 3 of the UGC Act, 1956)  
846, Shivajinagar, B.M.C.C. Road  
**PUNE - 411 004 (INDIA)**

File Ref. No. 4.38/175/2026

February 12, 2026

## EXPRESSION OF INTEREST DOCUMENT FOR RE-DESIGN, RE-VAMPING AND DEVELOPMENT OF GOKHALE INSTITUTE OF POLITICS AND ECONOMICS, PUNE WEBSITE


### NOTICE

#### EXPRESSION OF INTEREST (EOI)

GOKHALE INSTITUTE OF POLITICS AND ECONOMICS, PUNE invites Expression of Interest (EOI) from reputed Firms/Organizations/Agencies for Re-designing, Re-vamping and development of a new dynamic website for the institute with latest modules and tools, as per details given in EOI Document available on Institute's website: <https://gipe.ac.in> The EOI applications complete in all respect and duly attested by the authorised signatory supported by all prescribed documents, placed in a sealed envelope super scribed as EOI for Re-designing, Re-vamping and development of a new website, should reach to The Administrative Officer, GOKHALE INSTITUTE OF POLITICS AND ECONOMICS, PUNE latest by 03.00 PM on 27/02/2026. The Vice Chancellor, GIPE, Pune reserves the right to accept or reject any of EOI either in part or in full or to split the order without assigning any reasons thereof.

Place : Pune



  
Dr. Vishal Gaikwad  
Officiating Deputy Registrar  
**Dr. Vishal Gaikwad**  
Officiating Deputy Registrar  
Gokhale Institute of Politics and Economics  
(Deemed University)  
346, Shivajinagar, Deccan Gymkhana  
Pune - 411 004

## EXPRESSION OF INTEREST (EOI)

GOKHALE INSTITUTE OF POLITICS AND ECONOMICS, PUNE (referred to as GIPE, PUNE hereafter) invites Expression of Interest (EOI) from reputed Firms/Organizations/Agencies for Re-designing, Re-vamping and development of a new dynamic website for the institute with latest modules and tools, as per details given below

### Important information and dates:

Name of the Work	RE-DESIGN, RE-VAMPING AND DEVELOPMENT OF GOKHALE INSTITUTE OF POLITICS AND ECONOMICS, PUNE WEBSITE
Date of Issue of Eoi Ref.4.38/175/2026	12 February 2026
Last date for submission of Clarification queries	19 February 2026 (email: <a href="mailto:itsupport@gipe.ac.in">itsupport@gipe.ac.in</a> )
Last date & time of submission of EOI	27 February 2026 before 1 PM
Date & Time of Opening of EOI Applications	27 February 2026 at 3 PM
Pre-bid Conference and Presentation by the Shortlisted Firms/Agencies	2 March 2026 at 3 PM Venue: UGC Conference Room , GIPE Pune
Address for Communications/ submission of EOI	The Expression of Interest (EOI) should be submitted in a sealed cover superscribed "Expression of Interest for RE-DESIGN, RE-VAMPING AND DEVELOPMENT OF GOKHALE INSTITUTE OF POLITICS AND ECONOMICS, PUNE WEBSITE" to The Registrar, Gokhale Institute of Politics and Economics, Pune 411004
Any other Instructions to the Bidders	1. This is two stage bidding. In First stage, the bidders are requested to submit only the technical bids. 2. In second stage, the financial proposal will be called only from the bidders who qualify in the first stage.



## Objective of EOI

The objective of this EOI is to identify willingness of firms/ organizations/ agencies who could revamp and re-design the existing website of GIPE, Pune with suitable theme design following the latest web trends along with migration of existing pages in. The revamped website should be independent of on which device it is being viewed and what is the resolution of the viewing screen, meaning, the new website should have the capability to adjust itself with any viewing device, be it laptop, personal computer, smart phones of all sizes, tablets, LCD screens of varied sizes etc.

### 1. Scope of Work for Revamping, Redesign and Development of GIPE Pune Website:

The GIPE Pune invites Expression of Interest (EOI) from reputed Firms/Organization/Agency to design and develop a new dynamic website for the institute (<https://gipe.ac.in>) with latest modules and tools. The EOI should consist:

I. Submission of tentative design, technique of development, proposed technology and project management and brief write-up on each of the aspects for evaluation.

#### A. The website should fulfil the following criteria:

- Making the website Dynamic with new look & feel.
- Advanced security features securing the website from any hacking vulnerabilities, threat, penetration, Brute force attacks, etc.
- The website will be interactive in all aspects and will include the menus in interactive and user friendly manner.
- The layout of the web framework should be responsive, to support dynamic rendering. The design should support cross browser rendering across all prominent operating systems as well as all platforms such as desktops, laptops, and mobile devices. Users can open the website on any Smartphone, tab, iPhone and all other capable phones & mobile devices with the gadget compatibility.
- The new website should be based on an open source Content Management System (CMS), and should have a user-friendly interface to create, update, and upload content.
- The website should be platform independent; it can run on multiple platforms (operating systems).
- The site should support dynamic display and update of contents in the relevant pages.
- The tentative site structure and menus etc are given in Annexure - I
- The site should have a site-search facility, that searches pdfs, docs, images, text, videos, etc. and also permits searching for staff by name, designation, centres, regional centres, etc.
- Integrate Social Media icons, E mail, ERP, Institute's Library facility and other linked webpages/websites/portals and link it with the respective pages.



- The Proposal includes conversion of all existing pages/ information/ tabs of current website into the new one. Current information on website will be provided for content rendering.
- The administration page shall be made available through web login with proper authentication and access control which controls all the above features including backup/recovery/access control settings, user creation, publishing/ creating pages, change of menus, design/change of template etc. The content of the website would be synchronized for automatic backup every end of the day for last 30 days (not complete backup but only the changes may be recorded keeping the static data intact).
- In the backend the website should maintain a database facilitating the users to upload relevant data (after all due scan) by staffs. However, for research scholars & other users such uploads will be limited and duly scanned before its archival into database. The information/relevant content classified under public domain from digital database maintained by the institute should be accessible to end users based on his access privilege.

## **B. Hosting, Development and Maintenance of Website**

The website shall be hosted by the bidder in GIPE PUNE's AWS Cloud (Credentials will be shared). The necessary infrastructure related to hosting of website shall be provided by GIPE PUNE (Server, Operating System, Database, Licenses for development framework, if any).

The same website shall also be hosted on the staging Server at bidder's end for approval and testing

## **C. Implementation Approach**

- On receipt of work order, the bidder should prepare at least 5 sample layouts for the website along with the presentation and the same should be submitted to GIPE Pune for approval. All changes, suggestion for the layout would be done by the bidder. Further development should only be started after approval.
- Development should be done based on cyber security guidelines. All existing content of the website should be converted so as to comply with Government of India website guidelines (GIGW) including all PDF and HTML files. The website should be subsequently launched.
- Bidder shall also identify training requirements particularly with reference to operation of Content Management System. Identified officials of GIPE Pune would be trained before Go-Live of the website.
- The broad implementation milestones are mentioned below:
  - Project Initiation
  - Preparation of Sample Layout
  - Finalization of Home Page/Color/Font etc.
  - Website Functionality (Site Map)
  - Approval of Functionality
  - Content Placement
  - Web Guidelines Audit, Security Audit and Submission
  - Website Uploading and Launch
  - Maintenance of Website



#### **D. Technology Platform**

- The website shall be developed using latest version of bootstrap which enables the website to be compatible with any viewing device, be it laptop, personal computer, smart phones (having Android, iOS, Windows etc. as operating system), tablets, LCD screens etc. of varied sizes without compromising on the alignment, readability, structure and beautification of the webpage.

#### **E. Browser Compatibility**

The website shall be compatible with all the major web browsers like Internet Explorer, Microsoft Edge, Google Chrome, Mozilla Firefox, Safari, Opera etc. The mentioned names are just illustrative and not exhaustive.

#### **F. Content Management Service (CMS)**

- The entire website of GIPE Pune is to be managed by a comprehensive Content Management Service (CMS) framework for regularly updating the information, publishing/un-publishing webpages etc. This CMS shall be accessible through a web browser.
- Enhancement/Maintenance of the existing CMS shall be in Bidder's scope. Addition of new feature / modification of existing features shall be incorporated as per the instructions of GIPE Pune.
- Dynamic Menus - Menus and submenus should be created based on the page- tree as pages are added and subtracted. These should be styled entirely through CMS.
- User Privileges - An administrator can grant as little or as much control to content editors or groups as needed. Individual departments of the organization shall do the content management of the website/publishing of content on website and the administrator shall give necessary roles, maker/checker access to them for publishing of respective content on website.
- Rich Text Editor – The CMS should have Rich Text Editor embedded so that CMS user can host/edit HTML pages with minimal efforts.
- Addition / Deletion / Change /Upgradation of Menu item(s) / Submenu item(s) / Content(s) shall be provided as a workflow application.

#### **G. Features**

- Search Engine Optimization – The search engine optimization of the new website shall be done in such a way that it appears in the top 10 results of major search engines like Google, Bing, Yahoo etc., preferably on the first position while searching with the names/keywords, which shall be provided by GIPE Pune during the implementation phase. It should also support organic search. The scope of optimizing the search engine shall continue until the validity of this project.
- Multiple Font Sizes – The website should have hyperlinks to scale-up/scale-down font size of the content of webpages. (A- | A | A+)



- Glyphicon for Social Media – Glyphicons are to be provided for social media accounts of GIPE Pune on Twitter, Facebook, and Instagram etc. at the top and bottom right corner for the website.
- Embedding Maps – The website should have a provision to embed maps for office, Hostels etc. in satellite view and maps view.
- Web Analytics and Visitor Count – Website should have the provision to record number of visitors and should also be compliant to various parameters of web analytics which would help GIPE PUNE in making informed decisions about optimizing website content.
- Least Site Opening Time – Bidder shall ensure that website (Home Page) opens in least time possible i.e. the hyper-references and java scripts should be placed in such a way that the rendering time of the website is not compromised.
- Detection of Requesting Device and Respective Rendering – The website should have the provision to detect the device from which the rendering request is being received and correspondingly post the response. For example, if the request is coming from any mobile device, the website should automatically detect the device type or browser type and render the mobile view of the website.
- Screen Reader Access – The contents of the website should be readable using any Screen Access Reader Software to Visually Impaired Users.

#### H. Tender Section/Module

- Enhancement/ Maintenance of the existing Tender Module shall be in Bidder's scope.
- Facility to upload tender/corrigendum and any other required documents by authorized user.
- Facility to search tender documents as per options mentioned in site.
- Addition of new feature / modification of existing features shall be incorporated as per the instructions of GIPE PUNE.
- Addition of new feature in Tender module may require changes in CMS, which shall also be managed by the bidder.
- Module should have the flexibility to segregate content into Open Tenders, Technical Evaluation, Financial Evaluation, Award of Contract etc. Post award of contract, the tender will go in archival. This list is tentative and not exhaustive and further levels of segregation can be added/deleted.
- There should be separate section of Corrigendum/Addendum for a particular tender published on website.
- A separate form for "Award of Contract" should be made available wherein entries of those purchases are to be made, which were done on nomination basis/direct purchase. The data in this form is to be entered by respective departments through CMS. This form should also be in sync with award of contract through tendering mode.



## H. Compliance to Audit/Guidelines

- After development of the website and before deploying the same on production server, the bidder should get the security audit done by a CERT-IN empanelled information security auditing organization as per CERT-IN guidelines. A certificate to this effect should be submitted GIPE PUNE before deploying the website on production server. Any fee/charges incurred on account of CERT-IN certification are to be borne by the bidder.

- Bidder shall apply all the requisite testing techniques such as Application Development and Unit Testing, Integration Testing, Security Testing, System Testing and Functional Testing. The testing of developed website shall be entirely based upon:

- Compliance to Guidelines for Indian Government Websites (GIGW)

(<https://web.guidelines.gov.in/Compliancematrix/index>). A self-certification by bidder to this effect should be submitted.

- Compliance to the scope of work and requirement gathered.
- Assessment of the user objective achievement etc.
- Adherence to commonly accepted standards and practices, including W3C compliance.

## I. Security

- All possible security measures should be taken to prevent hacking of the website and the bidder should have contingency plan in place for situation like these.

- Security provisions should be as per OWASP guidelines to handle latest vulnerabilities such as:

- SQL Injection o Cross Site Scripting (XSS)
- Broken Authentication and Session Management
- Insecure Direct Object References
- Security Misconfiguration
- Cross Site Request Forgery The above list is just illustrative and not exhaustive.

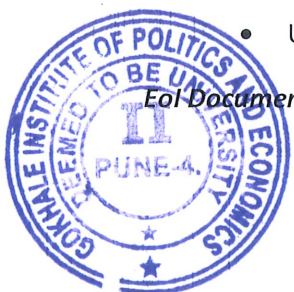
- The bidders shall be solely responsible for Security Audit by a CERT-In empanelled information security auditing organization as and when required as per CERT-In guidelines.

- The developed website shall work on HTTPS protocol and bidder shall be responsible for obtaining SSL certificate for the same. Any charges borne on account of obtaining and implementing SSL certificate shall be in the scope of bidder.

## J. Other Conditions

- Enhancement/modification/development of existing website shall be incorporated as per the instructions of GIPE PUNE and should be delivered in a timely and professional manner adhering to the deadlines, if any. Website maintenance shall include the following works:

- Updates to calendar or events.



- Update breaking news or upcoming events.
  - Update photos/gallery, graphics, graphs and charts.
  - Update Text re-writes and improvements.
  - Site facelifts and makeovers.
- Enhancements may require technical changes in CMS (that may require code change) which shall also be managed by the bidder.
  - Sending alerts through Email, SMS etc. For sending email and SMS, email and SMS gateway would be provided by GIPE PUNE.
  - All content and media in the website will be copyrighted material of the owner i.e. GIPE PUNE.
  - The website should be developed with master header and uniform content pages, so that font, font size, color and other cosmetic appearances should be uniformly maintained throughout the website.
  - Support for maintenance and availability of website shall be in bidder's scope on 24 x 7 x 365 basis. Provision for helpdesk and technical support on telephone and email on 24 x 7 x 365 for all maintenance related issues regarding website is to be provided.
  - The website structure may change as per GIPE PUNE's requirements.
  - The bidder should provide a single point of contact for all issues regarding website.
  - Mapping of GIPE PUNE's registered domain name with website shall be in the scope of bidder.
  - The bidder should store and track version of content which should have the facility to roll back previous to versions, if needed. Also, any update made in any content should be date tracked and date of updation should be displayed in right top corner of the content page which is updated. facility to review the content is required before the actual publication of the same.

## 2. Eligibility Criteria:

Minimum eligibility conditions for the organization intending to participate in the development process (documentary evidence will be required):

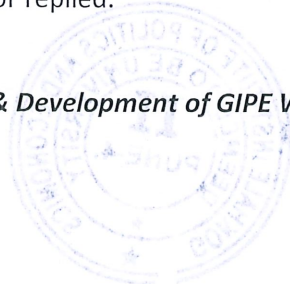
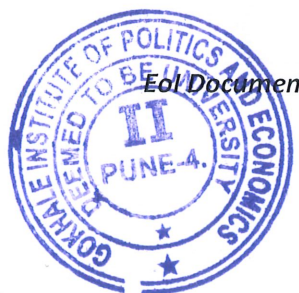
Sr. No.	Elidbility Criteria	Documentary proofs to be submitted
1	The Agency must be incorporated & registered in India, under the Indian Companies Act /Societies Registration Act/Trust Act / any other Act in India and should be in operations in India for minimum of 5 years	Registration certificate
2	The Agency/Firm should have an average annual turnover of INR 50 Lakhs in the last three Years	CA audited balance sheet/ Turnover certificate duly signed by the CA



3	The Agency/Firm should have minimum of 5 years of experience of web site development (at least 3 Educational web Site)	Work order/Purchase order/ Experience letter duly certified by the client
4	The agency should have at least 3 UI/UX designer with certification having at least 3 or more years of experience in UI/UX platforms	Experience certificate/Engagement letter from HR
5	Manpower Details: Technical resources available with the firm with expertise on the platform and requirements as per the scope of work	Undertaking in this regard to be submitted along with the CVs/ Engagement letter from HR/authorized official
6	The bidder shall not have been blacklisted by any central or state government agency, ISU, among others	Undertaking in this regard to be submitted
7	Physical Demonstration of the proposal for the website/ portal as per the scope of work	Time and date to be informed in later

### 3. Instruction to the Bidders:

- a) Firms/ Agencies who are selected in EoI process will only be allowed to participate in RFP/Tender process for Design and Development of Website for Information Technology & Communications Department
- b) The Bidders are required to bid strictly as per terms and Conditions given in the Notice Inviting EOI documents and not to stipulate any deviations.
- c) The bidders are advised to submit complete details with their Proposals along with completely filled as per the check list as the Bid Evaluation basis of documents submitted by the bidders.
- d) Proposals with Incomplete / Ambiguous information will be rejected
- e) The bidders are advised in their own interest to submit their proposal well in advance from last date/time of submission of proposals so as to avoid problems which the bidders may face in submission at last moment.
- f) Bidder has to submit copies of all the documents. If the bidder is found ineligible after opening of bid, the bid shall become invalid.
- g) Notwithstanding anything stated above, GIPE Website Committee reserves' the right to assess the capabilities and capacity of the bidders, in the overall interest of the Institute. In case, bidder's capabilities and capacities are not found satisfactory, the Committee reserves the right to reject the bid
- h) Submission of Queries: The bidders(s) if required, may submit queries, if any, through email to [itsupport@gipe.ac.in](mailto:itsupport@gipe.ac.in) before the date and time mention in the document. The Committee will reply only those queries which are essentially required for submission of proposals. Queries received after the specified date will neither be entertained nor replied.



i) Rejection of Proposals: GIPE Website Committee reserved the right to reject any or all proposals or cancel/withdraw the invitation of EOI without assuring any reasons whatsoever thereof. The applicants are cautioned that not giving complete information called for in the EOI or not giving it in clear terms or making any change in the prescribed forms or deliberately suppressing the information may result in the applicant being rejected. Applications made by E-mail and those received late will not be entertained. Overwriting should be avoided. Correction, if any, should be made by neatly crossing out, initiating, dating and rewriting. Pages of the pre-qualification documents should have numbered. They should be submitted in a proper order as per the details mentioned in the index.

j) References, information and certificates from the respective Clients certifying suitability, technical knowhow or capability of the applicant should be signed by an officer or Director/Sole Proprietor/ Partner of the Company or Firm a private client.

k) Canvassing in connection with the Notice Inviting EOI is strictly prohibited and such canvassed proposals submitted by the bidder will be liable to rejected

l) m) Final Decision-Making Authority: GIPE Website Committee reserve the right to modify the eligibility criteria, to decide on cut-off date of implementation, to accept or reject any application, to annul the qualification process, to reject all applications or accept new applications at any time without assigning any reason or incurring any liability to the applicants. It also reserves the right to change the coverage and scope.

n) Validity of the proposal: The offer submitted by the Bidders minimum period of 90 (ninety) days from the last date of proposal

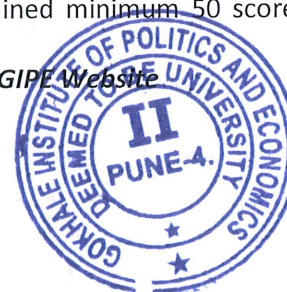
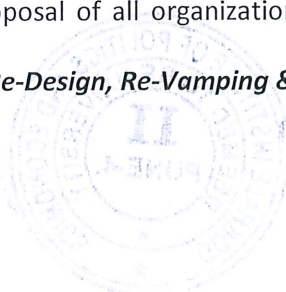
o) Tentative Project Timelines: 2 months of development and 3 years of maintenance

#### **4. Evaluation criteria:**

The proposals submitted by firms would be examined by the committee formed by GIPE Pune. The proposal should be submitted along a brief synopsis; (including the screenshot of the websites) and any other relevant information including certifications which demonstrates the capability of the firm/ organization/ agency regarding the website development in sync with the requirement of the institute's website.

If shortlisted by the committee after the evaluation, the firm/ organization/ agency will have to make a detailed presentation before the committee regarding their proposal, technology and concept. The firm/ organization/ agency will be then selected/ invited at the discretion of the institute based on the presentation for next bidding phase. Decision of the GIPE Pune in this regard would be firm and final.

A two-stage procedure is utilized in evaluating the proposals, with evaluation of the technical proposal being completed prior to any finance/budget proposal being opened and compared. The finance/ budget proposal of the proposals will be opened only for submissions that passed the minimum technical score of 50 of the obtainable score points in the evaluation of the technical proposals. The technical proposal is evaluated on the basis of its responsiveness to the Term of Reference. In the Second Stage, the finance/budget proposal of all organizations, who have attained minimum 50 score in the technical



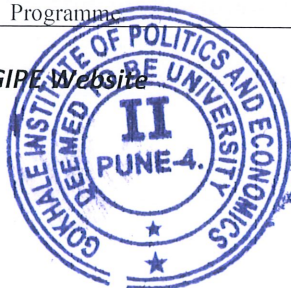
evaluation, will be compared. The contract will be awarded to the organization offering the highest score using a cumulative analysis. Only those companies, that have passed the first technical evaluation stage will be considered for financial evaluation. During the first stage participants' technical proposals are examined against the following evaluation criteria:

Sr.No.	Evaluation Criterion	Max. Marks
1	Background and registration of organization	10
2	Proven practical experience with all stages of developing Website, technology skills, with previous experience of website maintenance, management, editing, and/or development.	30
3	Past experience of handling similar assignments. (Preferable for Educational Web Site)	30
4	Qualifications (education, general qualifications, previous experience within or outside the company) of proposed staff	20
5	Turn over for the past three years	10
	Total	100

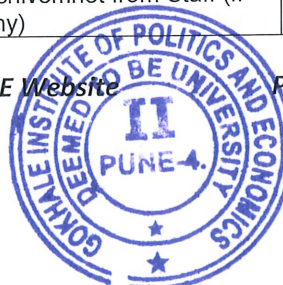
#### Annexure – I

Please refer : <https://gipe.ac.in> website (proposed Menu Structure)

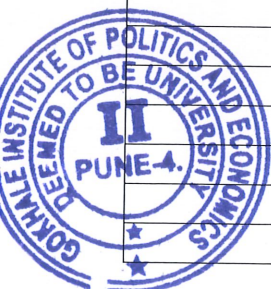
L1	C1	C2	C3	Quick Links (Left Side Menu in details page)
ABOUT	History	Executive Council	Academic Campus	Section Wise all links will be displayed as quick links
	Vision Mission	Academic Council	Library	C1,C2,C3
	Chancellor	Planning & Monitoring Board	Classrooms	
	Vice - Chancellor	Finance Committee	Computer Lab	
	Dean Faculty	Board of Studies	Seminar Hall	
	Dean Research	Anti-Ragging Committee	Kale Hall	
	Dean Academics	Internal Management Committee	Residential Campus	
	Dean of Students' Affairs & Welfare	Grievance Committee	Hostels & Mess	
	Controller of Examination	Committee for Prevention of Sexual Harassment Of Women at Workplace(CPSHW)	Residence	
	Registrar	Investment Sub-Committee	Guest House	
		Grievance Redressal Cell for Students	Health Center	
		Committee for Welfare of Backward Classes	Gym	
		IQAC	Cafateria	
Study/Academics	UNDERGRADUATE B.Sc.(Economics) B.Sc.(Data Science)	-Undergraduate - Syllabus -Academic Calender -Rules and Policy	Foregin Exchange Program	



	POSTGRADUATE M.Sc (Economics) M.Sc. (FE) M.Sc. (AE) M.Sc. (IBEF) M.Sc. (PSHE) M.Sc. (Public Policy) M.Sc. Economics (Geopolitics and Geoeconomics) MA (Economics) M.A. (Development Administration)	-Postgraduate - Syllabus -Academic Calender -Rules and Policy	Online Learning Programme (Swayam)	
	DOCTORAL	- Doctoral Rules and Policy -List of Students (yearwise)	RESOURCES (Academic Resources, Mentoring & Advising, Career Services, Learning Disability, Mental Health)	
			FAQ- (Application process, Fees, Scholarships Educational Loan Assistance, Earn and Learn Schemes Hostel Accommodations and Facilities)	
	PGPFE			
	Certificate Courses		Placements	
			Students Speak (course wise in their detail section)	
Research & Publication	Overview	Ongoing- Research Project (5List)- From all	Arthavijnana	
	AERC (Seperate Sub Site)		Recent Complited Project from all	
	PRC(Seperate Sub Site)	Student Research	GIPE - Research Publication - Articales, Books, Working Papers	
	CSSIU(Seperate Sub Site)	Student Publication		
	CBE			
	IORA India			
	CHPS(Seperate Sub Site)			
	CEED(Seperate Sub Site)			
	CSD (Seperate Sub Site)			
	Sponsored Projects			
	RBI UNIT (Seperate Sub Site)			
People	Overview	Hand book	Achivemnet from Staff (If any)	



	Faculty	Roster		
	Visiting Faculty			
	Administrative Staff			
	Alumni			
Academic Outreach	Overview	Latest Kale Memorial Lecture	Latest Outreach Activities (list)	
	DGRD			
	Kale Memorial Lecture			
	Kunda Data Memorial Lecture			
	PR Dubhashi Lecture Series			
	Seminars			
	Workshops			
	Conferences			
	NSS			
	GIPE Shadow Monetary policy			
Library	About Library Collection Journals Membership Online Resources Digital Library	Latest additions	Library Staff	
Life at GIPE	Overview	List of Student Committees	Latest Event	
	Student Life			
	Community			
	Sports			
	Music			
Top Menu	Careers			
	ERP Login			
	Contact			
	Tenders			
Footer Menu	Address	Social Media Links		
	Campus Tour	Contact Us		
	Mandatory Disclosure			
	IQAC			
	NAAC	E-Transcript		
	RTI	Student Verification		
	Site Map			
	Privacy Policy			
	Annual Report			
	NIRF			



Microsite Structure: (Separate for Each Research Center)

About Research Center Overview  
 Research Project Ongoing  
 Research Project Completed  
 Research Publications  
 People  
 Outreach (Seminar, Conf., Workshop etc)  
 Contact us

Faculty profile (any individual can edit)

Home		
Personal		
Educational Record		
Employment Record		
Foreign Assignments	Yearwise	Link (IF available)
Projects	Yearwise	Link (IF available)
Memberships	Yearwise	Link (IF available)
Official Bodies	Yearwise	Link (IF available)
Academic Bodies	Yearwise	Link (IF available)
Publications	Yearwise	Link (IF available)
Books	Yearwise	Link (IF available)
Articles	Yearwise	Link (IF available)
Awards and Distinctions	Yearwise	
Theses Guided	Yearwise	
Social Media Links		Link
Google Scholar Link		Link
Scopus Link		Link



**CHECK LIST:**

Sr.No.	Type of Document	Provided (Y/N)
1	Covering Letter from the Bidding Company	
2	Bidder's Details	
3	Financial information	
4	Qualification details of the proposed team	
5	Details of the Previous Assignments	
6	Registration or Incorporation Certificate	
7	GST Registration No. (Attach copy of R.C.)	
8	Income Tax PAN Number and Income Tax return for last three financial year	
9	Purchase/Work orders of at least 3 similar projects.	
10	Detailed project profiles for at-least three website projects that should have been for an Educational	
11	Letter from at least three customers regarding Satisfactory Performance of the bidder for providing services for website creation, design, content, hosting and maintenance.	
12	Undertaking that the bidder has not been blacklisted by any Organisations	



Seal and Signature of Bidder

