

# PATHARKANDI COLLEGE

ESTD. 1990

Affiliated to the Assam University, Silchar, Regn. Under UGC 2(F) and 12(B)

Accorded Govt. Concurrence W.E.F. 1999

P.O. PATHARKANDI, DIST. KARIMGANJ, ASSAM, PIN. 788724

PHONE-9435196062

Email- [pkdc001990@gmail.com](mailto:pkdc001990@gmail.com), Web Address: [www.patharkandicollege.org](http://www.patharkandicollege.org)

Memo No: PC/SC-Stream/File No.01/2020-21/02

Date: 18.03.2021.

## TENDER NOTICE

The Patharkandi College, Rajbari Patharkandi invites bids from reputed agencies for re-designing, migration, hosting and maintenance of the existing website of Patharkandi College.

### **1. Broad scope of work:**

- I. An overall website design to make its lay out lucrative, user-friendly and practical.
- II. Maintenance of the website for duration of 10 years whose payment will be made annually.
- III. Deployment of dedicated team for maintenance and continuous support.
- IV. Editing and uploading of content on different portal which may include word document, PDFs, images, videos and web links.
- V. Designing of web page as required for college students admission and on special occasion as per the requirement of college and/ or DHE and/ or Assam University requirement.
- VI. Migration of existing web content of the college to new academic domain without losing any data.
- VII. To ensure that the website is GIGW (Guidelines for Indian Govt. Website) compliant.
- VIII. To ensure the website is having the ability to carry out security audit and procurement of digital certificates (e.g. SSL, WQC etc.).
- IX. To ensure the developed website is enabled as SEO prioritization.
- X. To ensure the website is able to generate student ID card faculty ID card and maintain an archive to store all change histories for audit trail.
- XI. To ensure the website is having third party viewable (year wise) progress report.
- XII. Designing and editing of the website to maintain proper linkages with university Registration portal.

### **2. Web hosting :**

- I. The responsible agency should host the college website in their individual hosting domain, and college will pay the email space, hosting fee along with annual maintenance fee yearly once only. Preferably, 1<sup>st</sup> week of July, every year.
- II. Web hosting should be done with proper website security protocol.
- III. Temporary hosting of payment gateway for admission/ registration/ penalty/ remuneration/ donation should be solely maintained by the agency. No gateway charges will be paid by Patharkandi College.

### **3. Special design requirement:**

- I. Website should have time restricted window to generate identity card.
- II. Website should have standard college website tabs like home, about us, academics, facilities, faculties and staffs, students' corner, gallery, notice board, and contact us.

- III. The website should also have dedicated place for college prospectus audit Report, recent college achievements, syllabus, leave application portal, useful links, recent advertisement (notice/circular/Tender flash board).
- IV. The website must have in house developed online admission portal and thirty (30) college email account capacity space.
- V. The website must have linkage with affiliated university registration portal.
- VI. The website should have dedicated space for **Internal Quality Assurance Cell (IQAC)**.
- VII. The website should have dedicated space for Principal's Message and details on College governing Body.
- VIII. College website should contain such platform which enables the admin user to upload / edit/ remove of notice board entities via emailing system or admin interface.
- IX. The website should have the ability to circulate any information from Principal Desk to Students and other college entities via messaging (SMS)/Whatsapp/ email.
- X. Design, re-design the website as per the requirement of the college.

#### **4. Bidding Norms & formalities:**

- I. Reputed agencies with prior expertise in college website development and maintenance are welcome to bid the tender. Also the option is open to all agencies with proper business permit and registration as per GOI norms.
- II. No hard copies of Quotation will be accepted (due to COVID protocol). All the quotation will be sent to our college email i.e., [patharkandi.college@outlook.com](mailto:patharkandi.college@outlook.com)
- III. **Last date of quotation submission is 2<sup>nd</sup> April 2021 at 4.00 p.m.**
- IV. The selection priority will be given to lowest bid and the decision of Principal will be final for selection and rejection of any bid.
- V. The quotation should incorporate the expenditure as mentioned in the 'broad scope of work (point no 1) ' and 'Special Design requirement( point no 3)' head .

Sd/-  
**Dr. Monjurul Hoque**  
**Principal**  
**Patharkandi College**  
**Dist. Karimganj(Assam)**