

**RE-TENDER NOTICE**

संख्या : एमएसएमई-डीआई/पटना/सीनेट/वेबसाइट अपलोड/2018-19-७९\

दिनांक : 30.12.2020

**Sub : Re-Tender Notice for Website Maintenance of MSME-DI, Patna for the year 2020-21**

MSME = Development Institute, Patna invites sealed tenders/quotations from eligible agencies (except from those who have been blacklisted by the Ministries/Departments for non-performance or against whom criminal cases have been registered) for Website maintenance of MSME-DI, Patna for the year 2020-21 on the terms and conditions mentioned below at S.No. 5.

**2. SCOPE OF WORK OF THE CONTRACT**

- Updation of all static pages of the office website as and when required.
- Updation of all dynamic pages of the office website as and when required.
- Updation of home page of the office website as and when required.
- Updation of current events in the office website as and when required.
- Website maintenance and upgradation on regular basis as per requirements.

3. Eligible Agencies interested and capable of fulfilling the above "Scope of Work" may submit their lowest competitive bid/price quotation in the prescribed proforma as per Annexure - I addressed to "The Director, MSME-Development Institute, Patliputra Industrial Estate, Patna - 800013" latest by 03.00 P.M on or before 13.01.2021 in a sealed envelope. The envelope should be prominently super-scribed "Bid for Website maintenance of MSME-DI, Patna for the year 2020-21".

4. The Bids received in time shall be opened at 04.00 PM on the same day i.e. 13.01.2021 in the Conference Hall of MSME-Development Institute, Patna in the presence of such bidders or their representatives, not more than one for each bid who may wish to be present, if they so desire, at the time of opening of the bids.

**5. TERMS & CONDITIONS**

- The period of contract shall be for one year with effect from the date of award of the contract.
- The contract can be terminated earlier by the department without assigning any reasons thereof. The decision of the competent authority shall be binding on the service provider in this regard. No claim for compensation of loss of revenue due to such decision shall be entertained.
- The service provider should have a valid GST Registration in accordance with the GST Law.
- The service provider should have the required hardware/license to fulfil the requirement of scope of work as described above.
- The service provider must have an office located in the city of Patna.
- The successful bidder will have to deposit a "Performance Security" of Rs 5,000/- (Rupees five thousand only) in the name of "PAO (MSME), Kolkata" within 10 days of award of the contract. The Performance security will be forfeited for breach of any of the terms and conditions of tender, besides it may be blacklisted. Performance security will be released to the supplier without any interest, whatsoever, after satisfactory completion of the contract.

जी० के० सिन्हा  
30/12/2020

(g) MSEs having valid Udyog Adhaar Memorandum (UAM)/Udyam Registration Certificate shall be eligible for benefits under Public Procurement Policy 2012.

(h) Payment shall be made against bill after satisfactory completion of work on quarterly basis. However, advance payment not exceeding the amount payable for six months under the contract may be considered against the bank guarantee.

(i) The Competent authority reserves the right to amend/withdraw/relax/modify any of the terms and conditions contained in the tender notice.

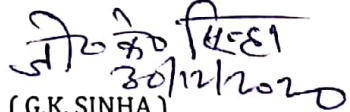
(j) The Competent authority reserves the right to accept or reject any or all of the bids/quotations without assigning any reasons thereof.

(k) Bids incomplete, unsigned and received after the specified date and time shall not be entertained.

(l) In case of any disputes, the decision of the competent authority shall be final and binding on the service provider.

For further information, if any, please contact the undersigned during working hours in the office.

Enclosure : Annexure - I (Proforma for Bid)

  
( G.K. SINHA )  
Assistant Director /DDO  
For Director

Copy to :-

1. ✓ SENET Division - For uploading of the same on Office website.
2. Office Notice Board

(To be printed on Firm's letter head)

Date :

To,

The Director,  
MSME - Development Institute,  
Patliputra Industrial Estate,  
Patna - 800013

**Sub : Re-Tender Notice for Website Maintenance of MSME-DI, Patna for the year 2020-21**

Sir,

With reference to your tender notice no. एमएसएमई-डीआई/पटना/सीनेट/वेबसाइट अपलोड/2018-19, dated 30.12.2020 inviting quotations for website maintenance of MSME-DI, Patna for the year 2020-21, we hereby submit duly filled-in bid/quotation in prescribed proforma (Annexure - I) in a sealed envelope.

We have read the terms and conditions of the tender notice and accepted the same.

Enclosure : As above

Yours faithfully,

Date :

Place :

(Signature of the Authorised Person)

Name :

Designation :

Firm's Seal :

**Annexure – I : Bid/Price Quotation**

(सी-टेंडर नोटिस संख्या एमएसएमई-डीआई/पटना/सीनेट/वेबसाइट अपलोड/2018-19, दिनांक : 30.12.2020)

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1.	Name and Address of the Firm	
2.	Registration No. of the Firm (If any)	
3.	Udyog Adhaar Memorandum/Udyam Registration Certificate No. (If applicable copy to be enclosed)	
4.	Name of the Proprietor/Partner of the Firm	
5.	Name of the Authorised Signatory (If applicable, Copy of authority letter to sign the bid documents on behalf of the firm to be enclosed)	
6.	Registered Office Address in Patna	
7.	Contact Number	
8.	Email Address	
9.	PAN Number (Copy to be enclosed)	
10.	GST Registration No. (If applicable, copy to be enclosed). If no, an undertaking to this effect is to be enclosed.	
11.	An undertaking regarding not blacklisted by Ministries/Departments & No criminal cases registered against the Firm.	
12.	Price Quotation	
Description of Work		Annual Rate (Rs)
a. Updation of all static pages of the office website as and when required.		
b. Updation of all dynamic pages of the office website as and when required.		
c. Updation of home page of the office website as and when required.		
d. Updation of current events in the office website as and when required.		
e. Website maintenance and upgradation on regular basis as per requirements.		
GST @ in Rs(If applicable)		
Total (Rs)		

Date :  
Place :

(Signature of the Authorised Person)  
Name :  
Designation :  
Firm's Seal :