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JANAKPURI SUPER SPECIALITY HOSPITAL
(AN AUTONOMOUS INSTITUTE)
GOVT. OF NCT OF DELHI
C-2B, JANAKPURI, NEW DELHI-110058
Email: janakpurijssh@yahoo.com Phone: 011-28504100

F.6 (50)/JSSH/CTB/Website Tender/2022-23/20255

Dated:- 26/05/2022

To,

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- 2.
- 3.

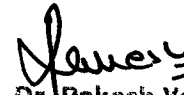
Subject: - Quotations for Maintenance & up-gradation of official website of Janakpuri Super Speciality Hospital (JSSH).

Janakpuri Super Speciality Hospital (JSSH) is an autonomous institute under the Government of NCT of Delhi which intends to take services from firms/agencies having experience of developing and maintaining websites for its website maintenance, regulating and overall management as per NIC (Govt. of India) guidelines and regulations from time to time.

Quotations are invited for the Maintenance & up-gradation of official website of Janakpuri Super Speciality Hospital (JSSH), as per Terms and conditions specified in the document attached as appendix.

The website of Janakpuri Super Speciality Hospital (JSSH) can be accessed at <https://www.jsshs.org/> with various sections/web pages and web applications.

Quotations addressed to "The Director Janakpuri Super Speciality Hospital (JSSH), C-2B Janakpuri, New Delhi-110058" should reach the office of Director on or before 15th May, 2022 till 01:00 PM.


Dr. Rakesh Yadav
Medical Officer

Dr. RAKESH YADAV
MO I/C CTB
Janakpuri Super Speciality Hospital
Govt. Of NCT Of Delhi

Enclosed: - Appendix

Copy to:-

1. PS to Director
2. PA to MS
3. In-Charge Website- for publication on website
4. Notice Board of hospital



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Scope of Work:-

The scope of work includes regular maintenance and updating of the website. Details of various elements of the scope of work are as follows:-

1. The website Maintenance would include updating of content of all existing pages and Designing of new pages as per the requirement of the JSSH. It would also include uploading of images and all type of work as instructed by the Competent Authority of JSSH from time to time.
2. Add more feature in the Content Management System (CMS) of the website (as and when required). No extra cost will be provided for the same work.
3. Upload of English and Hindi contents, According to the web format (Like HTML, CSS, GRAPHICS, PDF etc.), as & when required. Records of updation in web contents of the both (English and Hindi) should be maintained to determine the performance of the site with respect to page load speed and these statistics will be stored and examined, on a monthly basis and analyzed.
4. The appropriate website traffic data is to be presented to Director JSSH, quarterly in a suitable format or as and when required.
5. The website shall support 3500 concurrent users for browsing the website.
6. The vendor will appoint a supervisor/worker for day to day monitoring, and maintenance of website.
7. The Vendor must ensure the confidentiality and security of data to be maintained.
8. The Vendor shall undertake modification, beautification including animation (wherever deemed appropriate or required), social media Integration and updation of the content to the utmost satisfaction of the JSSH.
9. Take weekly backup of all applications and websites.
10. Publishing of the advertisement (Banner, Links etc.) On the website as per instructions of the JSSH.
11. Making Change in the source code of the website (as and when required).
12. Checking the website for dead links.
13. Archival of information (as per instruction).
14. Updating of data elements on existing pages.
15. Designing and/or updating and publishing of new or revised pages.
16. Undertaking Content research and management.
17. Payment gateway related issues.

18. Website monitoring (Send an analysis report daily to admin).
19. Find all the error regarding the websites and their removal.
20. Find all non-operative functions of website and make them operative.
21. Various types of content should be delivered through the Websites.
The Indicative content types may be HTML documents, Word Documents, PDF documents, Images, Photographs, Multimedia files, audio/ video files etc.
22. Coordination with the EXISTING WEB HOSTING PROVIDER for the server related problems/issues and Banks for payment gateway issues.
23. Technical support for the Auditing of websites.
24. Creation of live bed status link and updation to be created as per the requirement of hospital.
25. Creation of new pages like Grant-in-Aids Form, Recruitment, events related posts etc.
26. **The bidders should quote rates as per annexure 1 on their company letter head.**
27. Subscription of Hosting and domain maintenance of website is also included as per financial bid format in the scope of work.
28. Tender will be awarded to firm quoting L1 rates for Yearly maintenance of website as per annexure 1.
29. In case of tie in financial bid (L-1 rate), the contract will be awarded to the firm with maximum years of experience.
30. **The Successful bidder would pay the yearly Hosting and Domain maintenance charges on actual basis as and when needed and will submit the bills for reimbursement.**
31. **Performance Security-** The Successful firm should submit performance security in form of bank guarantee in favour of Director JSSHS equal to 3% of the annual maintenance cost. The Performance security should remain valid for a period of 60 days beyond the date of completion of all contractual obligations.
32. After finalization of the tender, successful firm/agency will be invited to execute the Annual maintenance contract agreement.
33. The contract will be initially for a period of **two years**, extendable by another six months on mutual agreement, followed by another 06 months in case of exigencies and unavoidable circumstances (maximum of two extensions of six months each) on the same terms & conditions, subject to satisfactory performance of the firm and willingness to continue.
34. **Mode of payment:** -The firm shall submit the bills in triplicate for consolidated quarterly/payment as per the agreed rate. The payment is subject to providing satisfactory services at all time duly signed by concerned in-charge.
35. **Penalty Clause:** In Case of Delay in updating of content on website for more than 1 day, penalty would be imposed amount to Rs Five Hundred (500) per Day.

FINANCIAL BID

To be submitted on the company letter head

Description	Amount Inclusive of all taxes in words and figures
Maintenance & Up gradation of JSSH Official Website (Yearly)	
IAMP Facility for email IDS of Officials, departments should be provided by the name of i.e.@jsshs.org (Cost Per ID)	

Quotation should reach the office of Director, Janakpuri Super Specialty Hospital, C2-B Janakpuri New Delhi-110058 on or before 30th April 2022 till 2.00 PM and will be opened by the committee members on 30th April 2022 at 2.30 PM in the presence of the persons who wishes to be present.