

## Request for Proposal

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**For Appointment of Agency for  
Design Development & Maintenance of Various Websites for GMDC**



**GMDC**  
**Gujarat Mineral  
Development  
Corporation Ltd.**  
(A Government of Gujarat Enterprise)

**RFP Number: GMDC/IT/Websites/01/25-26**

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**General Manager (IT)**  
**Gujarat Mineral Development Corporation Ltd. (A Govt. Of Gujarat Enterprise)**  
**CIN: L14100GJ1963SGC001206, GST: 24AAACG7987P1ZT**  
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## RFP NOTICE

### RFP Number: GMDC/IT/Websites/01/25-26

Brief Description of work	Design Development & Maintenance of Various Websites under GMDC
Period of contract	60 Months from Go-Live from Individual websites; It may further be extended on mutually agreed terms
Availability of RFP	GMDC website (www.gmdcltd.com) and nprocure portal ( <a href="https://tender.nprocure.com">https://tender.nprocure.com</a> ) Price Bids shall be required to be submitted online on the nprocure portal ( <a href="https://tender.nprocure.com">https://tender.nprocure.com</a> ).
EMD (Earnest Money Deposit)	Rs. 5,00,000/- (Five lakhs) in any one of following form <ul style="list-style-type: none"> <li>➤ DD in favor of GMDC Ltd. Payable at Ahmedabad.</li> <li>➤ RTGS/NEFT in the following bank account: Account Name: - Gujarat Mineral Development Corporation Limited ICICI Bank, Ahmedabad Branch, Ahmedabad Account Number: 002405019379 IFSC: ICIC0000024</li> </ul> <p><b><i>Relaxation in terms of submission of EMD shall be given to the bidder who is holding valid Certificate issued under the MSME Act, 2016 on the date of submission of RFP</i></b></p>
RFP Processing Fee	➤ Rs. 15,000/- (Fifteen thousands) plus GST@ 18% aggregating to Rs. 17,700/- payable by RTGS/NEFT in the following bank account: Account Name: - Gujarat Mineral Development Corporation Limited ICICI Bank, Ahmedabad Branch, Ahmedabad Account Number: 002405019379 IFSC: ICIC0000024  <b><i>Relaxation in terms of submission of RFP Processing Fee shall be given to the bidder who is holding valid Certificate issued under the MSME Act, 2016 on the date of submission of RFP.</i></b>
Bid Validity Period	180 days from the date of opening of the preliminary bid, which shall be deemed extended unconditionally further for a period of 60 days, if GMDC requires it
Commencement of RFP	26-09-2025

Last date of submission of written request for clarification for pre-bid.	30-10-2025 upto 18:00 hrs.
Last date of submission of Price bid through online	The Price Bid is to be submitted online only at designated place on <a href="https://tender.nprocure.com">https://tender.nprocure.com</a> 30-10-2025 upto 18:00 hrs. And (i) any submission of offline price bid (i.e., physical submission) or (ii) submission of price bid along with technical bid will lead to disqualification. A copy of instruments or information pertaining to it may be required to be submitted online at the time of submission of Price bid. Technical Bid is not to be submitted online but should be submitted in <b>physical in offline mode after the Submission of the Price Bid</b> at the designated address by the deadline mentioned.
Last date of submission of physical documents i.e. EMD, RFP Fee, Technical Bid etc	The Technical Bid is to be submitted offline, strictly before the due date for online submission of price bid but on or before 30-10-2025 up to 18:00 Hrs. at GMDC office situated at Khanij Bhavan, 132-ft. Ring Road, Gujarat University Ground, Vastrapur, Ahmedabad- 380052, by Speed Post/RPAD/Hand delivery/Courier in sealed cover duly super scribed as mentioned in the RFP.
Date for online opening of preliminary bid.	01-11-2025 at 11:00 am
General and Important Terms and Conditions	<ol style="list-style-type: none"> <li>1. GMDC reserves absolute right/discretion to accept and/or reject any or all the RFPs received or invite fresh bid at any stage or split the work between more than one Bidders as the case may be.</li> <li>2. The Bidders are required to quote the rate strictly as per the terms and conditions mentioned in the RFP document. Conditional RFP shall not be entertained and will be rejected summarily without assigning any reasons.</li> <li>3. GMDC may issue amendments/corrigendum in the RFP documents, schedule, forms etc. at any time during the period between publication of notice and submission of bids of the RFP on website. The Bidders in their own interest are advised to visit the website regularly till the last date of submission of the bid. No separate newspaper advertisement will be released for amendments / corrigendum.</li> <li>4. GMDC reserves the rights to modify or alter any Condition of the RFP.</li> </ol>

	<p>5. The Bidders are advised to submit their price bid online on <a href="https://tender.nprocure.com">https://tender.nprocure.com</a>. Physical price bid shall not be accepted and shall be rejected summarily without assigning any reasons.</p> <p>6. Failure to submit bid online in stipulated time due to any reason whatsoever by any Bidder shall result in disqualification of bid. In such circumstances, bid submitted physically along with supporting documents, RFP processing fees, EMD amount etc. shall not be considered as bid submitted and the same will be returned back to the Bidder without opening the same. GMDC reserves the right to take suitable decision in this regard</p>
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## 1 Purpose of the Document

The Request for Proposal Document (this document) floated by GMDC (Gujarat Mineral Development Corporation Limited), A Government of Gujarat Enterprise is for appointment of agency for Design Development & Maintenance of various Websites for GMDC Ltd which are listed below.

Sr. No.	Website URLs
1.	<a href="https://www.gmdcltd.com/">https://www.gmdcltd.com/</a>
2.	<a href="https://icem.in/">https://icem.in/</a>
3.	<a href="https://gsrc.res.in/">https://gsrc.res.in/</a>
4.	<a href="https://gmdcgvt.org/">https://gmdcgvt.org/</a>
5.	<a href="https://gmrics.com/">https://gmrics.com/</a>
6.	<a href="https://krantiteerth.com/">https://krantiteerth.com/</a>

## 2 About GMDC

Gujarat Mineral Development Corporation Ltd (GMDC) is a leading Public Sector Mining and Minerals Company of Gujarat with operational experience of over 60 years. GMDC's product portfolio spans across mining, value added products and power. Its power portfolio includes clean energy sources such as solar and wind besides thermal power. GMDC's mining activities are spread all over Gujarat. It is currently dealing in minerals like Lignite, Bauxite, Fluorspar, Ball Clay, Silica sand and Manganese.

## 3 General Instructions to Bidder

The section aims to provide guidelines/Instructions for Bidders, to be used while submitting the Proposals.

### **3.1 Cost of Bidding**

The Bidder will bear all costs associated with the preparation and submission of its bid and GMDC LTD, will in no event or circumstance be held responsible or liable for these costs, regardless of the conduct or outcome of the bidding process

### **3.2 Due Diligence**

The Bidder is expected to and shall be deemed to have examined all instructions, forms, terms and specifications and other information in this RFP Document. The bid should be precise, complete and in the prescribed format as per the requirement of the RFP Document. Failure to furnish all information required by the RFP Document or submission of a bid not responsive to the RFP Document in every respect will be at the Bidder's risk and may result in rejection of the bid. GMDC LTD. shall at its sole discretion be entitled to determine the adequacy/ sufficiency of the information provided by the Bidder.

### **3.3 Clarification of Bidding Documents**

GMDC LTD. shall make best efforts to respond to any request for clarification of the RFP Document. The response/clarification shall to the extent possible be made in writing.

### **3.4 Amendment of RFP Document**

At any time before the deadline for submission of bids, GMDC LTD may modify the RFP Document for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the RFP Document by amending, modifying and/or supplementing the same. Any amendments/modifications in the RFP document would be displayed on GMDC Web Site and all such amendments shall be binding on the Bidder without any further act or deed on GMDC LTD part. In the event of any amendment, GMDC LTD reserves the right to extend the deadline for the submission of the bids, in order to allow prospective Bidder reasonable time in which to take the amendment into account while preparing their bids. GMDC LTD may at its sole discretion, extend this deadline for submission of bids by amending the bid documents.

### **3.5 Contact Details**

All inquiries concerning this procurement are to be addressed to the following:  
General Manager (Marketing & Sales) Gujarat Mineral Development Corporation Ltd.  
Khanij Bhavan, 132' Ring Road, University Ground, Vastrapur, Ahmedabad 380 052  
☎EPABX:079-27913501, 27913200,  
E-mail: [gm.it.co@gmdcltd.com](mailto:gm.it.co@gmdcltd.com)

### **3.6 Language of Bid**

All Proposals and various documents related to these Proposals should be in English Language. All correspondence between GMDC LTD., and the Bidder would also be in English Language. Supporting Documents and Printed Literature furnished by the Bidder may be in another Language provided they are accompanied by an accurate translation in English Language.

### **3.7 Late Bids**

Any bid received by GMDC LTD., after the deadline for submission of bids prescribed by GMDC LTD., summarily rejected. GMDC LTD. shall not be responsible for any postal delay

or non-receipt /non-delivery of the documents. No further correspondence on this subject will be entertained

### **3.8 Right to Accept Proposal**

GMDC LTD., reserves the right to accept or reject any Proposal, and to annul the Proposal process and reject all Proposals at any time prior to award of contract, without thereby incurring any liability to the affected Bidder or any obligation to inform the affected Consortium of the grounds for such decision.

### **3.9 Period of Validity of Bids**

Bids shall remain valid for 180 days after the date of bid opening prescribed by GMDC LTD, pursuant to the RFP schedule mentioned in this document, which shall be deemed extended unconditionally further for a period of 60 days, if GMDC requires it. In exceptional circumstances, GMDC LTD. may solicit the Bidder's consent for an extension of the period of validity beyond these 60 days. The request and the response thereto shall be made in writing. Extension of validity period by the Bidder shall be unconditional.

### **3.10 Sub Contract**

The Successful Bidder shall not assign or sub-contract any portion of this work without prior written consent of GMDC

### **3.11 Consortium / Joint Venture**

Consortium / Joint Venture are not allowed

### **3.12 Change in Law**

Nothing in this contract shall entitle the Bidder to claim additional payment against the work executed or being executed or likely to be executed upon the change in law by Government of India or State of Gujarat as regards any taxes, liabilities arising out of work contract, judgments of court etc. That nothing under the said laws shall create any additional liability on the GMDC over and above that set out herein. That unforeseen circumstances in the working of the said contract shall not entitle Successful Bidder to abandon or demand additional payment under a different head not originally mentioned herein and hence nothing except what is contained in the present contract shall constitute binding obligations between parties.

### **3.13 Interpretation**

That no communication preceding or following the present RFP shall have any bearing on the terms and conditions set out herein. That no contract, promise or obligation shall arise out of the said communication, over and above what is set out herein above. That the terms contained herein constitute the entire bargain between the parties and shall not be interpreted in the light of commercial correspondence between the parties.

### **3.14 Acceptance of All the Terms and Conditions**

The Bidder should submit the declaration regarding unconditional acceptance of all the terms and conditions of the RFP document including Annexure and corrigendum if any as per FORM D provided in the RFP Document.

### 3.15 Declaration

The Bidder should give a declaration that it has not enclosed any conditional offer as per the format provided in **FORM D** of the RFP Document.

**3.16** GMDC is authorized to take suitable decisions and action in case of requirement to amend/alter the contract conditions/quantities of the works/ extension of the contract period/allotment of additional works/revision of the rates of the work etc. if necessary in the interest of GMDC.

**3.17** The Successful Bidder shall not change the constitution of the firm/name during the currency of the contract without prior approval of GMDC. Upon such change in constitution and/or name, Supplementary agreement to that effect shall be executed and if the SD is submitted in form of BG/FD than fresh BG in the name and/or constitution shall be submitted failing which necessary action as deemed fit by GMDC shall be taken.

## 4 RFP Processing Fee

The RFP Processing Fee is to be paid at the time of submission of supporting document of technical bid in the form of RTGS/NEFT of Rs. 15,000/- plus GST @ 18% aggregating Rs 17,700/- as mentioned in RFP notice in the sealed technical bid cover.

***Relaxation in terms of submission of RFP Processing Fee shall be given to the bidder who is holding valid Certificate issued under the MSME Act, 2016 on the date of submission of RFP***

## 5 Earnest Money Deposit

A non-interest bearing Earnest Money Deposit Rs. **5,00,000 (Five Lakhs)** in any one of following form

- Demand Draft in favor of GMDC Limited Payable at Ahmedabad.

OR

- Digital Mode, Please note if payment is made through Digital Mode kindly submit the receipt of the same in the attached documents. RTGS details for the payment are as per the Annexure-C.

Account Name: - Gujarat Mineral Development Corporation Limited ICICI Bank, Ahmedabad Branch, Ahmedabad

Account Number: 002405019379 IFSC: ICIC0000024

OR

- An irrevocable Bank Guarantee (the “Bank Guarantee”), payable at Ahmedabad from Approved Bank (except Cooperative Banks) to Authority as per the Form G and valid for a period of 60 days (Two Hundred and Ten Days) from the Bid Due Date in the format prescribed in the bid documents. The validity of Bank Guarantee may be extended as may be mutually agreed between Authority and Bidder from time to time. In case Bidder intends to provide Bank Guarantee then it should be provided Compulsory e-Bank Guarantee Confirmation through ICICI Bank through SFMS1 under our IFS Code: ICIC0000024 and UIC GMDC530265584 for Field 7037. Bank Name: ICICI BANK LTD.

***Relaxation in terms of submission of EMD shall be given to the bidder who is holding valid Certificate issued under the MSME Act, 2016 on the date of submission of RFP***

## **6 Security Deposit**

- A. Security Deposit is measure of liquidated damages sustained by GMDC for not performing the contract satisfactorily. Nothing herein above shall disentitle GMDC from claiming the damages actually sustained in the value over and above the Security Deposit.
- B. The successful bidder shall submit security deposit of 10% of the total contract value excluding Goods & Service Tax (GST) at within 10 days from the date of receipt of LOI in any one of following form
- Demand Draft in favor of GMDC Limited Payable at Ahmedabad.
    - OR
  - Digital Mode, Please note if payment is made through Digital Mode kindly submit the receipt of the same in the attached documents. RTGS details for the payment are as per the Annexure-C.
    - Account Name: - Gujarat Mineral Development Corporation Limited ICICI Bank, Ahmedabad Branch, Ahmedabad
    - Account Number: 002405019379 IFSC: ICIC0000024
  - OR
  - An irrevocable Bank Guarantee (the “Bank Guarantee”), payable at Ahmedabad from Approved Bank (except Cooperative Banks) to Authority as per the Form G and valid for a period of 60 days (Two Hundred and Ten Days) from the Contract End Date in the format prescribed in the bid documents. The validity of Bank Guarantee may be extended as may be mutually agreed between Authority and Bidder from time to time. In case Bidder intends to provide Bank Guarantee then it should be provided Compulsory e-Bank Guarantee Confirmation through ICICI Bank through SFMS1 under our IFS Code: ICIC0000024 and UIC GMDC530265584 for Field 7037. Bank Name: ICICI BANK LTD.
- C. It shall be refunded to the Successful bidder, within a period of six months after satisfactory completion of the work and the due fulfillment of all the terms and conditions of the contract.
- D. The Successful bidder shall obtain “No Dues Certificate” certificate to this effect from the General Manager [Marketing & Sales] and shall submit the same to the General Manager [IT], who after verification of the fact will arrange for refund of SD.
- E. The successful bidder will also have to submit “NO DEMAND CERTIFICATE” along with the above mentioned certificate.
- F. The SD deposited by the Successful bidder may be forfeited if the successful bidder fails to adhere to fulfill the conditions of work order / agreement
- G. Security deposit shall not bear any interest under any circumstances. Security Deposit is a measure of liquidated Damages sustained by GMDC for not providing the manpower, tools and tackles as required as per the contract.

- H. GMDC will reserve the right to recover the charges or the liquidated damages from the Security Deposit in the following circumstances-
- If the successful bidder or its employees causes any damage or destroy any property belonging to GMDC.
  - The shortfall amount of all compensations, penalties and other sums of money payable by the successful bidder or recoveries to be made under the terms of this contract which is due but not paid by the successful bidder in full, etc.
  - Any other dues on account of statutory compliance.

## 7 Procedure for Submission of the Bid

- A. Offers prepared in accordance with the procedures enumerated below.
- B. Bid should be submitted online at <https://tender.nprocure.com> on or before the last date and time as prescribed in this RFP.
- C. The Bidder should submit their bids in THREE parts, these are
- Pre-Qualification Bid (Details of EMD and RFP Fee) – Details to be submitted online and Offline
  - Eligibility and Technical Bid – Details to be filled online and Documents to be submitted offline
  - Price Bid – To be submitted online only
- D. Manual price bids or the bids submitted by telex/ telegram/ fax/ e-mail etc. will not be accepted under any circumstances. No correspondence will be entertained on this matter and the bid shall be rejected summarily.
- E. Bidders are advised to follow the 'Instructions for Bids Submission' given in annexure "A" for e-submission of the bids online through n-procure.
- F. Documents should be submitted as per check list given in form "A" through 'off-line' in the sealed cover super-scribed as "Technical Bid for RFP Number: GMDC/IT/Websites/01/25-26 and
- G. Name of work: "Appointment of agency for Design Development & Maintenance of Various Websites for GMDC". Bids must be submitted as per the schedule (date & time) indicated in RFP notice

## 8 Eligibility and Qualification Criteria of Bidder

### 8.1 Technical experience

- A. The bidder must have successfully completed at least following numbers of Website / Content management Portal during last 5 years as on bid submission date and value specified below.
- Three projects value not less than Rs 30, 00, 000/- (Thirty lacs) for each of the projects.

### 8.2 Financial

- A. Bidder must have a positive Net Worth for each of the last three financial year of 2022-23, 2023-24 and 2024-25.

- B. Bidder must have a Minimum Average Turnover of Rs. 5, 00, 00,000/- (Rupees Five Crore Only) for financial year of 2022-23, 2023-24 and 2024-25. A certificate from Statutory Auditor/Registering Chartered Accountant regarding financial capacity shall be submitted along with the Balance sheet, profit loss and cash flow statement for the three financial years

### **8.3 Blacklisting of the Bidder**

The Bidder or its directors have not been blacklisted by any Government Organization, nor should any litigation be pending against any of them. The Bidder will submit a declaration to this effect as per the format provided in this RFP Document. If at any time such declaration is found false, the bid will be rejected or if the contract work is already awarded, it will be terminated forthwith without payment of any compensation and the EMD/SD will be forfeited

### **8.4 Quality Certification**

The Bidder must have obtained valid CMMI Dev level 3 Certificate from CMMi Institute erstwhile SEI. As on bid Submission date

## **9 Technical evaluation criteria**

- Document submitted by bidders shall be evaluated strictly on RFP terms and documentary proofs received to GMDC. Only the eligible bidder shall be considered for financial evaluation.
- The L-1 will be considered on the basis of lowest quoted rates (all-inclusive except GST).
- It is absolutely essential for the successful Bidder to quote the lowest price at the time of making the offer in their own interest. GMDC, however, will have the discretion to choose to enter into any price discussion with L-1 bidder.

## **10 Negotiation**

It is absolutely essential for the bidders to quote the lowest price in their bid for their own interest. GMDC, however, will have the discretion to choose to enter into any price negotiations.

## **11 Acceptance of Offer**

- A. GMDC, on acceptance of the offer, will issue Letter of Intent to the successful Bidder; who will be required to confirm its acceptance of the LOI within 7 days from the date of receipt. If he does not accept the LOI within stipulated time period, the amount of the EMD paid will be forfeited and necessary further actions may be initiated as may be deemed fit by the GMDC.
- B. The Successful Bidder shall have to submit the Security Deposit with 7 days from the date of acceptance of LOI. The Successful Bidder shall submit the Security Deposit in the manner prescribed in this RFP Document. In case of failure to submit the security deposit, the amount

of EMD will be forfeited and necessary further actions may be initiated as may be deemed fit by the GMDC.

- C. The successful Bidder, along with the payment of Security Deposit, shall be issued detailed Work Order within in due course of time after submission of the SD.

## 12 Scope of Work

### 12.1 Preamble

Gujarat Mineral Development Corporation (GMDC) intends to revamp its existing corporate website to enhance user experience, improve functionality, and align with modern design standards. In addition to the website overhaul, GMDC also requires the development of four additional websites, each dedicated to specific operational or strategic activities. These websites will serve as distinct digital platforms, offering focused content, streamlined navigation, and improved accessibility to stakeholders. The initiative aims to strengthen GMDC's digital presence, ensure effective communication, and support its diverse business functions through integrated and responsive web solutions. The details of each site is mentioned below

Sr. No.	Website URLs
1.	<a href="https://gmdcltd.com/">https://gmdcltd.com/</a>
2.	<a href="https://icem.in/">https://icem.in/</a>
3.	<a href="https://gsrc.res.in/">https://gsrc.res.in/</a>
4.	<a href="https://gmdcgvvt.org/">https://gmdcgvvt.org/</a>
5.	<a href="https://gmrics.com/">https://gmrics.com/</a>
6.	<a href="https://krantiteerth.com/">https://krantiteerth.com/</a>

### 12.2 Detailed Scope of Work

#### A. Look & Feel of the Website:

- Modern Visual Design: Incorporate an attractive logo, engaging sliders, photo/video galleries, news boxes, and visually appealing fonts and color schemes.
- Consistent Layouts: Ensure cohesive design across homepage, archive pages, and individual content pages (news, articles, blog, media, etc.).
- User-Friendly Navigation: Structured menus and intuitive placement of design elements for a seamless user experience.

#### B. Responsive Design & User Interface

- The website must be fully responsive, automatically adjusting layout and content for desktops, laptops, tablets, and mobile phones.
- Implement scrolling effects to enhance user engagement and visual appeal.
- Use the latest web development frameworks to ensure smooth, fast, and cross-browser compatibility.
- Ensure integration of all elements including content, information format, compatibility with software platforms used by the department and standards for content management.

- The CMS platform shall be developed on an Open-Source .NET Core framework with a backend database on MySQL or PostgreSQL. The CMS should allow seamless integration of multimedia content (images, videos, documents, etc.) and provide a user-friendly, intuitive administrator interface for easy content management without requiring advanced technical expertise.
- The CMS platform shall provide efficient content search functionality that enables users to locate information quickly and accurately. The search capability should be optimized to function smoothly even on standard computing devices (desktop, laptop, and mobile) and moderate internet connections, without requiring high-end hardware or high-speed connectivity.
- Create wireframes, storyboards and prototypes to propose options for implementation.
- Provide three (3) template designs for review in order to select a concept. Concepts should reflect the department’s flagship colors, nature and purpose.
- Develop corresponding user interface components (web templates, style sheets, scripts, images, dashboards, social media interfaces) as needed.
- Submit the final concept to the GMDC before “Going-live”
- Secure the website prior to transitioning to the new platform by performing Security Audit (i.e. CERT-In Certification)
- Transfer of ownership of website to GMDC after Go-Live of the website. The agency to provide a full backup copy of the site design and code at the closing of the project.

**C. Dynamic and Easy-To-Update Feature**

- Fully Dynamic CMS: Admin should be able to easily update theme colors, page layouts, header images, logos, fonts, and menu items without technical support.
- Comprehensive Content Control: Enable dynamic management of all website sections including sliders, news, articles, blogs, galleries, tenders, press releases, RTI, vacancies, and directories.
- Ad & Banner Management: Provide tools for admin to manage advertisement banners with tracking and scheduling features.

**D. Content Migration**

- The complete migration of all existing content to the new website
- Deployment of old and new content (to be provided by the GMDC) to the new CMS platform.

**E. Testing:**

- Provide a comprehensive testing strategy, including a traceability matrix, detailed test cases, and ensure deployment of required tools and resources for all testing phases.
- Perform thorough component and system-level testing based on the approved test plan, document results, and resolve any identified bugs.
- Ensure successful completion of pre-Go-Live testing, including functional, performance, security, and integration testing:

**F. CERT-In Audit**

- CERT-In Certifications (Security Audits) need to be conducted; One (1) before Go-Live of the website and One (1) after completion of every 6 Months or Any Major Change in the system whichever is earlier from Go-Live.
- Any addition Security Audit, if required will be done separately.

**G. Training & Hand-holding:**

- Structured training plan specific to website support staff.
- Training of identified GMDC staff to conduct regular uploads and postings of content to the new website.
- The website must include a user-friendly content management system that enables staff to update content easily and cost-effectively without technical assistance

**H. Hosting:**

- GMDC shall provision the required cloud infrastructure on a MeitY-empaneled cloud platform offered by a leading hyperscale cloud service provider.
- The selected bidder shall be responsible for the administration, configuration, operation, and maintenance (O&M) of the provisioned cloud infrastructure in line with GMDC's requirements, ensuring optimal performance, security, and availability.
- Provision for Data recovery in alignment with GMDC's policy shall be ensured

**I. UAT & Go-Live:**

- UAT will be conducted prior to the application's Go-Live.
- The implementing agency must resolve all issues raised during UAT, ensure closure, and obtain formal sign-off.
- A UAT Compliance Report must be submitted by the agency; only after its successful completion will the application be taken live

**J. Maintenance & Support Services:**

- The AMC will be for a period of 5 years from the date of Go-live of Each website.
- The scope of AMC will include conducting minor changes however, in case of major change requiring substantial expending of efforts, a fresh contract will be issued by GMDC.
- Periodically review the site and avoid duplication of content.
- Ensure that the information is accurate, relevant and consistent and help remove or oversee the removal of content if it becomes out-of-date or misleading.
- Provide for minor modification/addition/deletion etc. of features /content.
- Provide support in training new/existing staff for content authoring & editing.

**12.3 Functional Requirements Specification (FRS)**

**A. Home Page**

Clean, visually compelling landing page that reflects the organization brand, vision, and public mandate.

Dynamic sections like:

- What's New / Latest Updates

- About Us (History, CMD's Message, Board of Directors, Vision/Mission)
- Mining Operations (Mine-wise details, production, maps, photos)
- Tenders (Dynamic listing, archival, and filtering)
- Investors' Corner (Reports, financials, disclosures)
- CSR Initiatives
- News & Media (Photo/video galleries, press releases)
- Career (Job postings, online applications)
- RTI & Compliance
- Circulars / Orders / Announcements
- Contact Directory
- Feedback and Grievance Redressal

Note: The above sections are tentative in nature, content for each website will be finalized during the system study phase.

**B. Branding and Visual Identity**

- Consistent use of GMDC's colors, logos, and typography.
- Visual identity to reflect the state's mineral richness and technological advancement.

**C. User Experience (UX) & Navigation**

- Three-click rule implementation for any information access.
- Mega-menu and breadcrumb navigation.
- Mobile-first and fully responsive design

**D. Fast Loading Pages:**

- Optimization of web pages for a faster browsing experience.

**E. Responsive Design:**

- The site must be mobile-optimized through responsive design methods. Therefore, it should detect that a mobile device is being used and present the user with the mobile version first. The user should be able to switch to the desktop version.

**F. Simple & Clear Navigation:**

- The site should be easy to navigate. information should be grouped and presented in a logical manner and require no more than three levels of “drill down” for the user to find the desired information thus creating a clean, clear, easy and satisfying user experience. This should include drop down menus, so that the visitor can easily find what they are looking for with a few clicks of the mouse.

**G. Search Tools:**

- Provide search capabilities using key words or phrasing that will provide access to content from throughout the site.

**H. External Links:**

- Links should be placed within the website to allow individuals to learn about associated departments or initiatives.

**I. Downloadable Resources:**

- Provides a resource section with links to downloadable documents and templates appropriate to the audiences.

**J. News / Update feed:**

- Constant and dynamic update feed on site home page. Displays announcements and notifications for new content additions on front page of site.

**K. Users-Only Content:**

- Certain content will be available only to authenticated/authorized users. Account creation is limited to site administrators. User password recovery and profile management functionality is required.

**L. Enquiry Form:**

- The Enquiry Form should allow users to submit their name, contact details, message, and optional attachments with proper validation, sending notifications to the admin and storing entries securely for follow-up.

**M. Compatibility for Differently-Abled Persons:**

- The agency is expected to design the websites to make it more user friendly and responsive which complies with GIGW (Guidelines for Indian Government Websites), W3C (World Wide Web Consortium) and WCAG (Web Content Accessibility Guidelines) guidelines and standards.

**N. Social Media Integration**

- The website should support auto-publishing to social media platforms like Facebook, Twitter, Instagram, etc., for all content types including news, blogs, events, and media.
- Enable manual sharing options for visitors with integrated social media comment features on individual posts and pages.
- Include built-in options to Like, Share, Print, and Email content directly from the website across all sections.

**O. Search & Collaboration Features**

- The system should provide a full-text search that scans all links, sub-links, and nested content, displaying relevant results with clickable links.
- Include user collaboration features such as registration with SMS/email verification, feed subscription, comment posting, bookmarking, post rating, and polls.
- Implement moderation and admin controls to review and approve user-generated content before it is made public.

**P. Feedback Management System**

- Implement a dedicated feedback module for collecting user input related to specific events or programs.
- Allow users to provide feedback through comments, ratings, or predefined options.
- Ensure feedback submissions are moderated and trackable through the admin panel for analysis and response.

**Q. Role Based CMS:**

The following features and functionalities need to be implemented:-

- Two or more stage workflow for content uploading (creator > publisher or creator approver > publisher)
- Role based access for content uploading (different creators have access to different sections of the website)
- Automatic archival of content (for time sensitive content like tender notices, recruitment notices announcements, events etc.)
- Revision history
- Content Management
- Dashboard for Administrator (as required)
- Visitor statistics
- Feedback Management

**R. Document Viewer:**

- Out of the box content components like document viewer /catalog to be available that helps in previewing content without downloading content

**S. Audit Log Management, Security Monitoring & Incident Response**

**a. Comprehensive Audit Trails**

- i. The application shall maintain detailed audit logs and transaction logs, capturing at minimum:
  1. What action was performed (e.g., content update, configuration change, data deletion)
  2. When the action occurred (timestamp with time zone)
  3. Who performed the action (authenticated user ID, IP address, and session details)
- ii. Audit logs shall be tamper-proof and stored in a secure, write-once location to preserve integrity.

**b. Secure Log Monitoring & Anomaly Detection**

- i. The system shall include secure log monitoring mechanisms capable of detecting unauthorized access attempts, suspicious activities, or unusual behaviour patterns.
- ii. Logs must be safeguarded against alteration and accessible only to authorized personnel with role-based access controls.

**c. Real-Time Alerts & Notifications**

- i. The system must support real-time alerts via email, SMS, or dashboard notifications to designated administrators upon detection of:
  1. Critical changes to website configuration or content
  2. Unauthorized login attempts or access from suspicious IP ranges
  3. Multiple failed login attempts in a short duration
  4. Any anomaly as per GMDC's security policy
- ii. Alerts shall be recorded in the audit trail and retained per the organization's retention policy.

**d. Continuous Security Monitoring & Incident Response**

- i. The bidder shall be responsible for continuous, 24x7 security monitoring of the website to detect, prevent, and respond to security incidents, including hacking attempts, defacement, malware injection, or data breaches.

- ii. In case of a confirmed hacking or compromise:
  1. The bidder must immediately take corrective actions to isolate, mitigate, and remediate the issue.
  2. Conduct root cause analysis and submit a detailed incident report to GMDC, including preventive measures to avoid recurrence.
  3. Restore affected services/content with minimal downtime, as per SLA.

**e. Retention & Compliance**

- i. All audit and transaction logs shall be retained for a minimum of **6 months**, in compliance with applicable security and regulatory standards.
- ii. The system shall allow export of logs in industry-standard formats for compliance audits, forensic investigations, and legal proceedings.

**T. SEO Implementations (Organic)**

- Improve website loading using various load optimization techniques such as compress files, reduce image sizes, and avoid unnecessary features that slow down how quickly your site opens.
- Ensure the site adjusts nicely on all screen sizes, especially phones and tablets, for a smooth responsive user experience.
- Add images that load quickly, properly optimize them for search engines, and include text descriptions so they show up in image searches too.
- Set up important indexing abilities using sitemap and robots file, that guide search engines to index important pages improving overall visibility on search engines.
- Organize pages using a proper website architecture in a clear way and easy-to-follow menus so users and search engines can navigate easily.
- Include special tags called structured schema data that highlight things like organization details, articles, and contact information in search listings.

**U. Paid Search Campaign**

- The successful bidder shall manage and execute paid search and display advertising campaigns on platforms such as Google Search and the Google Display Network, as and when required by the client.
- The charges for Paid Digital Marketing Campaigns (including but not limited to Google Ads) shall be based on actual ad spend plus the agency's service/management fee, as quoted in price bid.

GMDC reserves the right to modify, pause, or increase/decrease the campaign budget at any time, in line with marketing objectives. Payments shall be made on an actual expenditure basis, supported by valid platform billing statements/invoices.

## **13 Technical Requirements:**

- A. Compatibility:** Site must be compatible with Google Chrome, Microsoft® Internet Explorer 8.0 or higher, Microsoft Edge, Mozilla Firefox, and Safari 5.0 or higher.

- B. Mobile Access:** Site must be compatible with Google Chrome, Microsoft® Internet Explorer 8.0 or higher, Microsoft Edge, Mozilla Firefox, and Safari 5.0 or higher.
- C. Performance:** Site must be compatible with Google Chrome, Microsoft® Internet Explorer 8.0 or higher, Microsoft Edge, Mozilla Firefox, and Safari 5.0 or higher.
- D. Web Metrics:** Must be able to have a wide range of web analytics functionality that can track and analyze how people use the website and produce meaningful reports.
- E. HTML Compliance:** Full compliance with HTML 5.0 or higher
- F. Levels of Access:** Role-based member permissions must be used to determine user access to various pages and content types.
- **Role Based User Access/Users-Only Content:** Certain content will be available ONLY to authenticated users. Account creation is limited to site administrators. User password recovery and profile management functionality is required.

## 14 Timeline

Phase	Deliverables	Task Timeline
Project Inception	Acceptance of LOI	T+2 Weeks
	Inception Report Submission	T+4 Weeks
	Solution Design Document	T+6 Weeks
Milestone 1 to Milestone 6	SRS Submission	As per below table
	Development website	
	UAT	
	CERT-In Audit	
	Training	
	Go-Live	
Annual Maintenance	Application Support	5 Years from the date of Go-Live of each Website.
	System Support	
	Database Support	

Sr. No.	URL of Websites	Timeline
1	<a href="https://www.gmdcltd.com/">https://www.gmdcltd.com/</a>	08 Weeks
2	<a href="https://icem.in/">https://icem.in/</a>	08 Weeks
3	<a href="https://gsrc.res.in/">https://gsrc.res.in/</a>	08 Weeks
4	<a href="https://gmdcgvvt.org/">https://gmdcgvvt.org/</a>	08 Weeks
5	<a href="https://gmrics.com/">https://gmrics.com/</a>	08 Weeks
6	<a href="https://krantiteerth.com/">https://krantiteerth.com/</a>	08 Weeks

## 15 Liquidated Damages (LD)

- 15.1** For any delays attributable to the successful Bidder beyond the scheduled period of completion of the entire work as per the agreed completion schedule, the successful Bidder shall pay to GMDC liquidated damages at the rate of 0.5% of contract value per week subject to maximum 10% of Each Website Development Cost.
- 15.2** More than 3 days will be counted as one week for determination of liquidated damages.
- 15.3** Maximum applicable Liquidated Damages: The upper ceiling for total liquidated damages for delay shall be maximum 10% of the Onetime Development Price calculated for each website separately.
- 15.4** The said right of the GMDC to levy damages on account of delay shall be without prejudice to and in addition to the right of the Company to get the concerned work done from a third party at the complete risk and cost of the Successful Bidder.
- 15.5** For calculation of LD, date of issue of LOI shall be the reference date

## 16 Service Level Agreement (SLA)

SL No	Parameter	Description	Target	Penalty
A.	High Criticality	For each incident, the Resolution time in hours from the time the compliant / query is allocated for resolution by the helpdesk	<= 4 Hours	No penalty
			More than 4 Hours	Rs. 1000 for delay for every 2 hours (or part thereof)
B.	Medium Criticality		<= 8 Hours	No penalty
			More than 8 Hours	Rs. 500 for delay for every 4 hours (or part thereof)
C.	Low Criticality		<=2 Days	No penalty
			More than 2 Days	Rs. 100 for delay for every 8 hours (or part thereof)
D.	Reopened Incidents	0	No penalty	
		>= 1	Rs. 1000 for each reopened call-ticket for first time and Rs. 100,000 for each reopened call-ticket for second time	

- **High Criticality:** Entire Website is not available for normal usage, or multiple modules/functions are not available for normal usage, or any modules/functionality that's deemed as highly critical.
- **Medium Criticality:** One module/functionality is not available impacting critical business functions having major impact on daily operations.
- **Low Criticality:** Loss of business functionality impacting day-to-day operations or minor functionality down.

## 17 Goods & Service Tax

- A. All Bidders are required to submit their GST number and date in the bid. Bid received from unregistered Bidder will not be considered and out rightly rejected.
- B. Bidders are requested to quote their rates without GST. GST will be paid/adjusted/reimbursed to the Successful Bidder as per prevailing rates and rules to the extent directly related to the services rendered OR Goods supplied by the Successful Bidder under the said contract subject to production of documentary proof and Successful Bidder will mention the GST amount separately in the invoice/bill along with SAC/HSN Code under GST

## 18 Payment Terms

SL No	Milestone for Works	Amount
A.	After submission of SRS document	35% of the One time Development Cost
B.	After UAT of each website	35% of the Total Cost
C.	After Go-Live of Website	30% of the Total Cost
D.	Maintenance Support	Will be paid Quarterly after end of each quarter till the entire contract period
E.	SEO Services.	Will be paid Monthly basis after end of each Month till the entire contract period

Note:

- The charges for website development and O&M services shall be borne by the respective website owners – namely GMDC, iCEM, GSRC, GMRICS, GVT, and SKVM.
- One-time development charges shall be released as per above milestones of the respective website by respective website owners subject to statutory deductions (TDS, etc.).
- Annual Maintenance Contract (AMC), Change Request charges, SEO shall be paid by each individual website owner, after submission of invoice and required reports.

## 19 Intellectual Property Rights (IPR)

Confidentiality of Data and Documents: All Intellectual Property Rights (IPR) of data collected as well as the deliverables produced shall remain with the GMDC. All knowledge and

information, which may be acquired during the assignment, shall be for all times and for all purposes, regarded as strictly confidential and held in confidence, and shall not be directly or indirectly disclosed to any person whatsoever, without the explicit written permission of GMDC.

## **20 Statutory Obligations**

- A. If any amount becomes payable by GMDC as a result of any claim or application in terms of the provisions or non-compliance of provision of the any Acts and the Rules and Regulations, By-laws or the Orders made there under, applicable from time to time, such amounts shall be recoverable from the Successful Bidder for which GMDC will not be responsible for any compensation
- B. That the Successful Bidder would obey with all applicable laws and maintain all such necessary records as necessitated under such enactments.
- C. The Successful Bidder shall also indemnify the GMDC against any claims, compensations, damages, loss, liquidated damages etc. for breach and / or non- fulfillment of the prevailing Rules and Regulations and other statutory provisions in force from time to time and applicable to the work during the currency of contract.
- D. The Successful Bidder shall comply with other statutory provisions of Law. The Successful Bidder shall comply with all applicable laws, ordinances, approved standards, rules and regulations.

## **21 Notice**

Written notice shall be deemed to have been duly served if delivered to the individual or to Successful Bidder or to the Signing Authority of the GMDC from whom it is intended, or if delivered at or sent by mail or post, to the last business address known to him who gives the notice.

## **22 Canvassing Not Permitted**

- A. Bidder should not canvass their offer personally or otherwise by approaching the Chairman or the Member of GMDC. If any Bidder wants to make any representation regarding his offer, he should write to the General Manager (IT), if he desires, but personal and oral representations are not permitted.
- B. In spite of the above clear instructions, any Bidder is found to canvass his offer or against his competitor's offer through personal approach to the competent authority or the officials of GMDC, their offer will be rejected without assigning any reason and the firm even is black listed.

## **23 Bankruptcy**

If the Successful Bidder commits an act of Bankruptcy or goes into liquidation except for construction purposes, or if its business is carried on by a receiver, such receiver, liquidator or any person in whom the contract may become vested shall forthwith give notice thereof

in writing to GMDC and in reasonable time during which he shall take all reasonable steps to prevent stoppage of performance of the contract, have the option of carrying out the contract subject to his or their providing such guarantees as may be required by GMDC but not exceeding the value of the work for the time being remaining unexecuted.

In the event of stoppage of performance under the contract, the period of option under this clause shall be decided by GMDC considering the situation, provided that the above option is not exercised, GMDC may terminate the contract by serving notice in writing to the Successful Bidder. The power and provision so reserved to GMDC on taking of the work out of the Successful Bidder's hands shall apply as far as they may be when the contract is so terminated.

## **24 Termination of Contract**

If at any time during the currency of this contract, if any breach occurs due to the reasons attributed to the Successful Bidder, GMDC shall be at liberty to terminate this contract without assigning any reasons, whatsoever, for such termination and any losses and/or damages occurring due to such termination shall be borne by the Successful Bidder, GMDC shall be entitled to forfeit Security deposits as Liquidated damages.

## **25 Governing Law**

This RFP and subsequent Contract shall be construed and interpreted in accordance with and governed by the laws of India.

## **26 Arbitration**

All questions, disputes, differences whatsoever which may at any time arises between the parties to this RFP and subsequent contract in connection with the RFP and subsequent contract or any matter arising out of or in relation thereto, shall be referred to Sole Arbitrator as per the provisions of Arbitration and Conciliation Act, 1996 and subsequent amendment thereto and the venue of arbitration proceedings shall be at Ahmedabad only. The Language of the Arbitration shall be in English only.

## **27 Jurisdiction**

The matter related to any dispute or difference arising out of this RFP and subsequent contract shall be subject to the exclusive jurisdiction of Court at Ahmedabad only.

## **28 Non-Fulfillment of Terms and Condition of the Contract**

- A. If the Successful Bidder fails to carry out the work as per terms and conditions of the contract to the satisfaction of the GMDC, GMDC shall be entitled to forfeit the security deposit paid by the Successful Bidder. This however, shall not absolve the Successful Bidder from his obligation to fulfill the contract. In such event, the GMDC shall have a right to complete and / or to get the work completed at the cost & risk of the Successful Bidder and the Successful

- Bidder shall be responsible to pay such cost incurred by the GMDC to complete the work and / or to get the work completed.
- B. Likewise, if the Successful Bidder does not fulfill the terms and conditions of the contract and does not carry out the work up to the entire satisfaction of GMDC, GMDC has the right to forthwith terminate the contract at its sole discretion, without assigning any reason, Under such events, the GMDC shall be entitled to forfeit the security deposit paid by the Successful Bidder and the GMDC shall have a right to complete the work and / or to get the work completed at the risk and cost of the Successful Bidder.
- C. For any reasons, if it is required, the GMDC reserves rights to cancel, terminate, amend and / or alter the contract and / or bifurcate and / or reduce the contract work at any time without giving any notice or reason to the Successful Bidder and without incurring any responsibility.

## **29 Force Majeure**

- A. Force majeure is herein defined as any cause which is beyond the control of the Successful Bidder or the GMDC as the case may be which they could not foresee or with a reasonable amount of diligence could not have foreseen and which substantially affect the performance of the contract, such as:
- B. Natural phenomena such as flood, draughts Cyclone, earthquake and epidemics, declaration of war.
- C. Acts of any government, including but not limited to war, declared or undeclared priorities, quantities, embargoes, providing either party shall within fifteen (15) days from the occurrence of such a cause notify the other in writing of such cases.
- D. The Successful Bidder will advise, in the event of his having resort to this clause by a registered letter duly certified by the statutory authorities, the beginning and end of the cause of delay, within fifteen days of the occurrence and cessation of such Force Majeure condition. In the event of delay lasting over two months, if arising out of Force Majeure, the contract may be terminated at the discretion of the GMDC.
- E. For delay arising out of Force Majeure, the Successful Bidder will not claim extension in completion date for a period exceeding the period of delay attributable to the causes of force Majeure and neither company nor the Successful Bidder shall be liable to pay extra costs (like increase in rates, remobilization, advance, idle charges for labor and machinery etc.) provided it is mutually established that the Force Majeure conditions did actually exist.
- F. If any of the Force Majeure conditions exists in the place of operation of the Successful Bidder even at the time of submission of bid, he will categorically specify them in his bid and state whether they have been taken into consideration in their quotations.
- G. The Successful Bidder of the GMDC shall not be liable for delays in performing his obligations resulting from any force majeure cause as referred to and/ or defined above. The date of completion will, subject to hereinafter provided, be extended by a reasonable time given though such cause any occur after Successful Bidder's performance of his obligations has been delayed for other causes.

### **30 Foreclosure**

In case of any necessity arising due to local working conditions or any unforeseen reason not in the control of the GMDC or any reason what so ever GMDC shall be at liberty to Fore close the contract without assigning any reasons or notice there for.

**Annexure "A"**

**Instruction to Bidders for Online RFP**

- A. All Bidders must submit their bid online through the website <https://gmdc.nprocure.com>
- B. Bidders who wish to participate in online RFPs will have to procure / should have legally valid Digital Certificate (Class III) as per Information Technology Act-2000, using which they can sign their electronic bids. Bidders can procure the same from any of the license certifying Authority of India or can contact (n) code solutions- a division of GNFC Limited, who are licensed Certifying Authority by Government of India at address mentioned below at clause 5.
- C. All bids should be digitally signed. For details regarding digital signature certificate and related training involved at the below mentioned address should be contacted

**Address:**

**(n)Procure Cell**

**(n)Code solutions a division of GNFC**

**403, GNFC Info-Tower, Bodakdev, Ahmedabad- 380 054 (India)**

**Tel: +91 26857316/17/18 Fax: +91 79 26857321, Toll Free: 1800-233-1010**

**E-mail: [nprocure@gnfc.net](mailto:nprocure@gnfc.net)**

- D. Kindly take note that, valid Digital Signature Certificates is a must for all the interested Bidders. Online RFP process is not possible without a valid digital signature certificate.
- E. Interested Bidders are also requested to complete their procedure for taking digital signature certificate in respect to filling of application form, supporting documents with necessary fees at least 3 days before last date of RFP submission.
- F. (n) code solutions reserves the rights to issue digital signature certificate after verification of application forms / supporting documents submitted by Bidder. (n) Code solutions is fully authorized to issue digital signature certificate to Bidders.
- G. Bidders who have no facility to participate in on-line RFPs are requested to contact (n) code solutions for the same.
- H. Free vendor training camp will be organized every Saturday between 4.00 to 5.00 P.M. at (n) code solutions-A Division of GNFC Ltd. at address mentioned above at Clause No. 5 of Chapter No-III. Bidders are requested to take benefit of the same.
- I. All the correspondence in respect to training, support or digital signature certificate should be addressed to (n) code solutions directly on the above mentioned address. In case the Bidders face any difficulty, they may contact the officials of the GMDC or GNFC on the below mentioned details:
- **GMDC:**  
Contact Person: General Manager (IT) Contact numbers: 079-27913200/3501  
E-Mail: [gm.it.co@gmdcltd.com](mailto:gm.it.co@gmdcltd.com)
  - **GNFC:**  
Contact Number: 079- 26857316/17/18 E-Mail: [nprocure@gnfc.net](mailto:nprocure@gnfc.net)

**Finance Department, GR. No.: FD/MSM/e-file/4/2024/2859/D.M.O.**

**Date: 01/05/2025**

(A) Guarantees issued by the following banks will be accepted as SD/EMD on a permanent basis:

❖ **All Nationalized Banks**

(B) Guarantees issued by the following Banks will be accepted as SD/EMD for the period up to March 31, 2026. The validity cut-off date in the GR is with respect to the date of issue of Bank Guarantee irrespective of the date of termination of Bank Guarantee.

Sr No	Name of Banks	Sr No	Name of Banks
1	AXIS Bank	22	South Indian Bank
2	AU Small Finance Bank	23	Standard Chartered Bank
3	Bandhan Bank	24	Tamilnad Mercantile Bank
4	Barclays Bank	25	Utkarsh Small Finance Bank
5	City Union Bank	26	YES Bank
6	CSB Bank	27	Ahmedabad Mercantile Co-op. Bank
7	DBS Bank India Limited	28	Nutan Nagrik Sahkari Bank Ltd.
8	DCB Bank	29	Rajkot Nagarik Sahakari Bank Ltd.
9	Equitas Small Finance Bank	30	Saraswat Co-Operative Bank Ltd
10	ESAF Small Finance Bank	31	SBPP Co-operative Bank Ltd.
11	FEDERAL Bank	32	SVC Co-Operative Bank Ltd.
12	HDFC Bank	33	The Cosmos Co-op Bank Ltd.
13	HSBC Bank	34	The Gujarat State Co-operative Bank
14	ICICI Bank	35	The Mehsana Urban Co-Op. Bank
15	IDBI Bank	36	The Surat District Co-op Bank
16	IDFC First Bank	37	The Surat People's Co. Op. Bank Ltd
17	Jammu and Kashmir Bank	38	The Kalupur Commercial Co-op. Bank
18	Jana Small Finance Bank	39	The Panchmahal District Co-operative Bank
19	Karnataka Bank	40	The Baroda District Co-operative Bank
20	Karur Vysya Bank	41	Baroda Gujarat Gramin Bank
21	Kotak Mahindra Bank	42	Saurashtra Gramin Bank

**All the eligible banks are instructed to collect the original documents/papers of guarantee from the concerned tendering authority.**

(Arvind V.)

Joint Secretary (Budget)

Finance Department

VALID FOR THREE MONTHS ONLY

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D D M M Y Y Y Y

OR ORDER

**ICICI Bank**  
Ahmedabad Branch  
Jinc House, Opp. Parmal Garden, Ahmedabad - 380006  
RTGS/NEFT IFSC Code : IC00000021

**PRIVILEGE**  
SPECIAL ACCOUNT

*Hand*

Pay Rupees

₹

FOR GUJARAT MINERAL DEVE CORP LTD

A/c No. 002405019379

CARUS CBS  
BUSINESS BANKING - NEW CURRENT ACCOUNT  
Payable at par at all branches of ICICI Bank Limited in India

28/12/12 N 41

SESHASAI (M) / C/S - 28/12

AUTHORISED SIGNATORIES  
Please sign above

⑆496099⑆ 38022902⑆ 019379⑆ 29

## FORM-A

### CHECK LIST OF DOCUMENTS ENCLOSED WITH RFP

#### TECHNICAL BID

Sr. No.	Document	Declaration (Strike out whichever is not applicable)
<b>A.</b>	RFP Processing Fee	Yes/No
<b>B.</b>	EMD	Yes/No
<b>C.</b>	Form A (check list of documents enclosed with RFP)	Yes/No
<b>D.</b>	Form B (Status of the Bidder)	Yes/No
<b>E.</b>	Form C (CA Certification for Financial Details and work carried out during the last seven years of bidder)	Yes/No
<b>F.</b>	Form D (Declarations)	Yes/No
<b>G.</b>	Form E (Undertaking of Genuineness of Document)	Yes/No
<b>H.</b>	Form F (Undertaking of Indemnity)	Yes/No
<b>I.</b>	Power of Authority to sign the documents (Duly Notarized)	Yes/No

#### TECHNICAL BID

<b>A.</b>	<b>Offline Technical Bid Submitted</b>	Yes/No
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#### PRICE BID

<b>A.</b>	Online Price bid submission in <b>Form AA</b>	Yes/No
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**FORM-B****STATUS OF THE BIDDER**

<b>Particulars</b>	<b>Details</b>
Name of the Bidder:	
Address :	
Registered office :	
For correspondence :	
Telephone No.	
Fax No.	
E-mail Address	
Attested copies of Deeds, Articles of association to be enclosed.	
Name & contact number of person holding power of attorney (Attested copy of power of attorney to be enclosed).	
Names of Partners with their Present and permanent address	
Name of Bankers with full address and Telephone No& Bank Account Details (Cancelled Cheque to be enclosed)	
PAN of Bidder.	
GST Registration No. of Bidder	
PF Registration No.	
Whether enlisted in other dept., if yes, then furnish the details pertaining to class and the Amount qualified to RFP.	
Was the applicant or its partners or Directors black listed in past by any Govt. or any other body.	
Details pertaining to the work incomplete, if any	
Details of the litigation, court cases and arbitration either completed or under progress during last 10 years by the GMDC entity or any partner/proprietor of present entity GMDC was associated in any capacity.	

Signature and Stamp of the Bidder

## FORM-C

### A. Turnover and Net Worth

On the basis of the audited books of accounts produced before us by M/s\_\_\_\_\_, we certify that as per the books of account Net worth and Turn Over of the firm M/s\_\_\_\_\_ are as under:

- Net Worth =       Rs.\_\_\_\_ For the Year 2022-23  
                           Rs. \_\_\_\_ For the Year 2023-24  
                           Rs. \_\_\_\_ For the Year 2024-25
  
- Turn Over =       Rs.\_\_\_\_ For the Year 2022-23  
                           Rs. \_\_\_\_ For the Year 2023-24  
                           Rs. \_\_\_\_ For the Year 2024-25

**Average Turnover of Rs.\_\_\_\_\_**

### B. Details of Work Carried Out During the Last Seven Years by the Bidder

Sr. No	Description of work / supply with Work place	Name of client with postal address	Work Order number and date	Contract Period		Actual Quantity worked	Amount without GST of work order	Work experience certificate attached
				From (Date)	To (Date)			

Signature and Stamp of the Bidder

Signature and Stamp of the CA

**TO BE CERTIFIED BY CHARTERED ACCOUNTANT**

**SHOWING MEMBERSHIP NO/ FIRM REGISTRATION NO**

**FORM-D**

**Declaration**

(On letter head of the Bidder)

DATE:

To,  
The General Manager (Marketing & Sales),  
Gujarat Mineral Development GMDC Ltd.,  
“Khanij Bhavan”, 132 ft. Ring Road,  
University Ground, Vastrapur,  
Ahmedabad-380052

Dear Sir,

I/we here by solemnly declare that

- A. Any of our Directors or Partners, jointly or severally and/or individually or our firm/GMDC have not been black listed by the Central Govt. or the State Govt. or its undertakings.
- B. We have not put any condition in our offer with respect to RFP No. \_\_\_\_\_ ,
- C. We have accepted all the terms and conditions, including Annexure, Corrigendum if any, as specified in the RFP Document No. \_\_\_\_\_ unconditionally.

I/we here by further declare that, if the declaration is found untrue, the GMDC shall be entitled to take any action against us severally and/or individually or our firm/GMDC in this regard in any manner that may be deemed fit by GMDC.

Yours faithfully,

Signature and Stamp of the Bidder

**FORM-E**

**(Format for Affidavit)**

**AFFIDAVIT**

**Undertaking Regarding Genuineness of Documents**

**(On Non-Judicial Stamp Paper of Rs 300/-)**

I/We, \_\_\_\_\_, Partner/Director/Legal Attorney/Accredited Representative of M/s. \_\_\_\_\_ solemnly declare that:

- A. I/We are submitting RFP for the work \_\_\_\_\_ against RFP No. \_\_\_\_\_
- B. None of the Partners/Directors of our firm/GMDC is relative of employee of GMDC.
- C. All information furnished by us in respect of fulfillment of eligibility criteria and qualification information of this RFP is complete, correct and true.
- D. All documents/credentials submitted along with this RFP are genuine, authentic, true and valid.
- E. If it is found at any point of time that our documents are not genuine then in that case our RFP will be rejected, earnest money deposited by us will be forfeited and we will be debarred from participating in further/future GMDC RFPs and/or any action as deemed fit by GMDC may be taken against us, including termination of the contract, forfeiture of all dues including Earnest Money / Security deposit and banning/delisting of our entity and all related persons etc.

**SIGNATURE OF THE BIDDER WITH SEAL**

Dated .....

**FORM-F**

**Undertaking of Indemnity**  
(On Letter head of the Bidder)

To,

The General Manager (Marketing & Sales),  
Gujarat Mineral Development Corporation Ltd.  
KhanijBhavan 132' Ring Road,  
University Ground, Vastrapur,  
Ahmedabad.

Dear Sir,

We M/s. ----- hereby undertake that, we shall at all times, indemnify and keep indemnified that GMDC Limited from any and all liability for damages resulting from or arising out of or in any way connected with the operations covered by the RFP No. \_\_\_\_\_. We shall be responsible for all risk arising in connection with or on account of the operations covered by the contract covered by the above RFP and shall make good all losses and damages arising there from. In case, the GMDC Limited shall incur any cost or expense or suffer any loss on account of any claim demand or course of action brought against us and arising out of the operations covered by the Bidder/RFP, the GMDC Limited shall have the power (without being bound to do so) to define, contest or compromise any such claim demand or cause of action. Any amount that may become payable by GMDC Limited and any cost expense etc. that may be incurred by the GMDC Limited in this behalf, shall also be recoverable from us, without prejudice to your other rights.

Yours faithfully,

For\_\_\_\_\_

(Signature & Stamp of the Bidder)

**FORM-AA**

**Format of Price Bid**  
**(To be submitted only online)**

<b>Table-A: Cost for Onetime Design Development of Websites</b>		
Sr. No	Particulars	Rate in Rs. excluding GST
1	Onetime Design Development of <a href="https://www.gmdcltd.com/">https://www.gmdcltd.com/</a>	
2	Onetime Design Development of <a href="https://icem.in/">https://icem.in/</a>	
3	Onetime Design Development of <a href="https://gsrc.res.in/">https://gsrc.res.in/</a>	
4	Onetime Design Development of <a href="https://gmdcgv.org/">https://gmdcgv.org/</a>	
5	Onetime Design Development of <a href="https://gmrics.com/">https://gmrics.com/</a>	
6	Onetime Design Development of <a href="https://krantiteerth.com/">https://krantiteerth.com/</a>	
<b>Total Cost:</b>		

<b>Table-B: Cost for Annual Maintenance of Websites for 1 Years (will be valid for 5 Years)</b>		
Sr. No	Particulars	Rate in Rs. excluding GST Per Year
1	Annual Maintenance of <a href="https://www.gmdcltd.com/">https://www.gmdcltd.com/</a>	
2	Annual Maintenance of <a href="https://icem.in/">https://icem.in/</a>	
3	Annual Maintenance of <a href="https://gsrc.res.in/">https://gsrc.res.in/</a>	
4	Annual Maintenance of <a href="https://gmdcgv.org/">https://gmdcgv.org/</a>	
5	Annual Maintenance of <a href="https://gmrics.com/">https://gmrics.com/</a>	
6	Annual Maintenance of <a href="https://krantiteerth.com/">https://krantiteerth.com/</a>	
<b>Total Cost:</b>		

<b>Table-C: Cost for Change Request</b>					
Sr. No	Particulars	UOM	Quantity	Unit Rate excluding GST	Total Rate in Rs. excluding GST
1	Change Request for future use	Man Day	50		
<b>Total Cost:</b>					

<b>Table-D: Cost for SEO (Organic &amp; Paid Campaign)</b>					
<b>Sr. No.</b>	<b>Particulars</b>	<b>UOM</b>	<b>Quantity</b>	<b>Unit Rate in Rs. excluding GST (Per Month)</b>	<b>Total Rate in Rs. excluding GST (Per Month)</b>
1	SEO Implementation (Organic) upto 15 Keywords Monthly	Per Keyword	15		
2	Paid Campaign service / management fee Monthly	Month	1		
<b>Total Cost:</b>					

<b>Grand Total Cost for Design Development &amp; Maintenance of Various Websites for GMDC</b>		
<b>Sr. No.</b>	<b>Particulars</b>	<b>Rate in Rs. excluding GST</b>
<b>A</b>	<b>Total Cost for Onetime Design Development of Websites [Table-A]</b>	
<b>B</b>	<b>Total Cost for Annual Maintenance of Websites for 1 Years (will be valid for 5 Years) [Table B]</b>	
<b>C</b>	<b>Total Cost for Change Request [Table C]</b>	
<b>D</b>	<b>Total Cost for SEO [Table D]</b>	
<b>Grand Total</b>		

**Note**

1. The above rates are Exclusive of GST
2. The cost of One Time Development and AMC include the cost of Cloud Infra Administration and O&M
3. SEO Campaign (Organic)
  - 3.1. The charges for the Search Engine Optimization (SEO) campaign shall be calculated on a per-keyword, per-month basis.
  - 3.2. GMDC reserves the right to increase or decrease the number of targeted keywords at its sole discretion, based on business requirements.
  - 3.3. Payments shall be made on an actual usage basis, corresponding to the number of keywords actively targeted during the billing period.
4. Paid Digital Marketing Campaign
  - 4.1. The charges for Paid Digital Marketing Campaigns (including but not limited to Google Ads, Bing Ads, and Social Media Advertisements) shall be based on actual ad spend plus the agency's service/management fee, as quoted in price bid.
  - 4.2. GMDC reserves the right to modify, pause, or increase/decrease the campaign budget at any time, in line with marketing objectives.
  - 4.3. Payments shall be made on an actual expenditure basis, supported by valid platform billing statements/invoices.

**FORM-G**

FORMAT OF BANK GUARANTEE FOR EARNEST MONEY DEPOSIT (EMD)

(On Non-judicial Stamp paper to be submitted along with submission of bids)

.....(Name of the Bank)

Address.....

Guarantee No.....

A/C Messrs ..... (Name of Bidder)

Date of Expiry.....

Limit to liability (currency & amount).....

Invitation for RFP No..... Dated ..... (Bidding document)

For..... (Name of Facilities)

**Subject:** Earnest Money Deposit Bank Guarantee

Date ..... 20

To,

General Manger ( ),  
Gujarat Mineral Development Corporation Ltd.  
132 Ft Ring Road,  
Near University Ground  
Vastrapur,  
Ahmedabad.

Dear Sir,

In consideration of Gujarat Mineral Development Corporation (hereinafter called “GMDC”) which expression shall unless repugnant to the subject of context include his successors and assigns having agreed to exempt M/s..... (Herein after called “Bidder”) from demand under the terms and conditions of “Technical Bid Document” (hereinafter called the said “Bidding Document”) issued by the GMDC vide RFP No..... for the work ..... ( Name of the facilities ) from Earnest Money Deposit (EMD) of Bid for the due fulfillment by the Bidder of the terms and conditions contained in the said Bidding Document on production of Bank Guarantee for INR ..... (..... only) (Figure in words).

A. We the ( Name of Bank ) hereinafter referred to as “Bank” having our registered office at (address of Bank) do hereby undertake and agree to indemnify and keep indemnified GMDC to extent of INR.....(.....only) (figures in words) against any losses, damage cost, charges and expenses caused to or suffered by or that may be caused or

suffered by GMDC by reason of any breach or breaches by the Bidder of any of the terms and conditions contained in the said Bidding Document and unconditionally pay the amount claimed by GMDC on demand and without demur to the extent aforesaid

- B. We.....Name of Bank) do hereby undertake to pay the amounts due and payable under the guarantee without any demur merely on a demand by you stating that the amount claimed is due by way of loss or damage caused to or would be caused or suffered by you by reason of any breach by the said Bidder of any of the terms or conditions contained in the said Bidding Document by reason of the Bidder's failure to fulfill the conditions of said Bidding Document. Any such demand on the Bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding INR.....
- C. We ..... ( Name of Bank ) further agree that GMDC shall be the sole judge of and as to whether the Bidder has committed any breach or breaches of terms and conditions of the said Bidding Document and the extent of loss, damages, costs, charges and expenses caused to or suffered by or that may cause to or suffered by GMDC on account hereof to the extent of the Bid Security required to be deposited by the Bidder in respect of the said document and the decision of GMDC that the Bidder has committed such breach or breaches and as to the amount or amounts of loss, damages, costs, charges, and expenses caused to or suffered by or that may be caused to or suffered by GMDC shall be final and binding on us.
- D. We ..... (Name of Bank) further agree that guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance on the said Bidding Document and that it shall continue to be enforceable till you certify that terms and conditions of the said Bidding Document have been fully and properly carried out by the said Bidder and accordingly discharge the guarantee. Unless a demand or claim under this guaranteed is made on us in writing on or before the (date) ..... we shall be discharged from all liability under this guarantee.
- E. We ..... ( Name of Bank ) further agree with you that you have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Bidding Document or to extend time of performance by the said Bidder from time to time or to postpone for any time or from time to time any of the powers exercisable by you against the said Bidder and to forbear or enforce any of the terms and conditions relating to the said Bidding Document and we shall not be relieved from our liability by reason of any such variation or extension being granted to the said Bidder or for any forbearance act or omission on your part or any indulgence by you to the said Bidder or any such matter or thing whatsoever under the law relating to sureties would but for this provision have effect of so relieving us
- F. It shall not be necessary for GMDC to proceed against the Bidder before proceeding against the Bank and the Guarantee herein contained shall be enforceable against the Bank, notwithstanding any security which GMDC may have obtained from the Bidder at this time when proceeding are taken against Bank hereunder be outstanding or unrealized
- G. We ..... (Name of Bank) further undertake to unconditionally pay the amount claimed by GMDC merely on demand and without demur to the extent aforesaid

- H. We, the said Bank lastly undertake not to revoke this guarantee during its currency except with the previous consent of GMDC in writing.
- I. This Guarantee will not be discharged due to the change in the constitution of the Bank or the said bidder.
- J. The Bank has under its constitution power to give this guarantee and Mr. ....  
Who has signed it on behalf of the Bank have authority to do so.

Yours faithfully

For.....

(Name of the Bank)

Notwithstanding anything contained hereinabove

- I. Our liability under this Bank Guarantee shall not exceed Rs ..... /- (Rupees .....only)
- II. This Bank Guarantee is valid up to ..... (Date).
- III. We are liable to pay the guarantee amount or any part thereof under this bank Guarantee only and only if you serve upon us a written claim or a demand on or before (date).
- IV. This bank guarantee is operative only when accompanied with SFMS advice from us

Yours faithfully

For ..... (Name of the Bank)

**Yours faithfully**

**For.....**

**(Name of the Bank)**

**Please note the following details for Compulsory e-confirmation for Bank Guarantee through ICICI Bank through SFMS under our:**

**Gujarat Mineral Development Corporation Limited (GMDC)**

**132 Ft Ring Road, Near University Ground Vastrapur, Ahmedabad. Bank Name: ICICI Bank Ltd**

**IFS Code: ICIC0000024UIC**

**GMDC530265584 for Field 7037 MT760**