



**ICMR-NATIONAL INSTITUTE FOR RESEARCH IN REPRODUCTIVE
AND CHILD HEALTH**

(formerly ICMR – National Institute for Research in Reproductive Health)
Jehangir Merwanji Street, Parel, Mumbai 400012, Maharashtra
Phone 022-24192134; 24192019; Fax 022-24139412

Tender No. NIRRH/ST/22/2021-2022

Date: February 7, 2022

**Subject: Tender for (i) Development of Website &
(ii) Development of Software for data entry**
Due Date: **28th February 2022.**

Sir / Madam,

The Institute is interested in the availing the services for **Development of Website & Software for Data Entry** as per the specifications mentioned. Firms / Companies which can offer the above services as per the specifications can send their bids / offers to this office on or before the due date in sealed cover addressed to **The Director, ICMR – NIRRH.**

A pre-bid meeting with the end user /Principal Investigator will be held on 15th February 2022 at 11 AM virtually. The Cisco WebEx link for the same is as follows: -

<https://icmrnirrh.webex.com/icmrnirrh/j.php?MTID=me085b44165fb486182c3730f364fe591>

While submitting your tender, the terms and conditions specified overleaf viz. 1 to 17 may please be carefully observed. Tenders are liable to be ignored if any of these conditions are not complied with.

**Sd/-
DIRECTOR**



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TECHNICAL SPECIFICATIONS

(i) Website Design and Development

Specifications required –

1. Website will be a combination of static and dynamic pages (at least four dynamic pages, at least four static pages).
2. The design should be optimizable for all devices - desktops, laptops, tablets and mobile phones (Windows, Android and iOS).
3. Contact information along with a contact form must be designed, with an integration of an email notification when the form is submitted
4. Support the website with a Control Panel and a Content Management System to manage updating of content and hyperlinks, uploading media in the form of videos, documents and photos, optimizing the metadata for Search Engine Optimization.
5. Set up social media links. Add social media widgets on the website to automatically reflect the updates on them
6. Support the website with Google Analytics and Search Console.
7. Create a system to record data for number of downloads, scrolls, sessions, views, and view time of educational content.
8. Create Sharable links around the educational content. The educational content should be easily downloadable and sharable.
9. The website developer must provide maintenance and support for two years' minimum
10. Other specifications and website content will be shared by the Principal Investigator (PI) during in person discussions after signing a non-disclosure agreement

Project title – ICMR National Snakebite Project (INSP) on capacity building of health system on prevention and management of snakebite envenomation including its complications

PI – Dr. Rahul K. Gajbhiye, Scientist D, ICMR – NIRRH, Mumbai

(ii) Development of online software for data collection and maintenance of database at ICMR-NIRRH, Mumbai:

Online software for data collection is to be developed as per the requirement of the research project. Five separate data collection forms with total variables around 1000.

Scope of work:

1. Develop secure access for all the users at all study sites (four study sites currently, number may increase) and at ICMR – NIRRH, Mumbai
2. Dashboards for Admin, Data admin, Statistician and each study site staff. Trend must be visible in the form of numbers, tables and graphs
3. Audit trails for each change at different time point by user hierarchy
4. Password protected login page with password retrieval by email verification
5. Develop backup and restore options for database and software content
6. Develop option to capture, upload and store images and documents via mobile phones / tablet camera
7. Data entry and data access to be controlled independently and identifiable patient data to be stored behind secure firewalls
8. Non-identifiable data exporting and sharing among users in .xlsx and .csv formats
9. Software will be developed and hosted at ICMR – NIRRH server. The developer must provide testing, training and support for minimum 2 years. After that, separate charge must be quoted in technical specifications
10. The software optimizable to tablets, mobile phones (android and iOS), desktops and laptops (Windows and Mac)
11. Software must be bug free and the prerequisites and the software must be open source, no additional software will be purchased like OS, database application or IDE etc.
12. Soft copy, hard copy of the data collection forms will be provided by the Principal Investigator (PI) after signing non-disclosure agreement.



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(ii) Development of Software for data entry**

Due Date: **28th February 2022.**

TERMS & CONDITIONS:

1. Tenders (**Two Bids** – Technical Bid and Commercial Bid in separate envelopes to be sent together in a single big envelop) should reach **ICMR-National Institute for Research in Reproductive and Child Health, Jahangir Merwanji Street, Parel, Mumbai 400012, Maharashtra** before the prescribed date and time mentioned in the Tender.
2. Offer can be quoted separately i.e., Website & Software. Bids / Quotations only for either Software / Website will be accepted if the requirement is met.
3. The tender not submitted as per the above prescribed manner will be treated as invalid.
4. All outstation tenders should be sent to so as to reach before the prescribed time limit. Late/delayed Tenders shall not be considered under any circumstances.
5. Tender should be accompanied with Bid Security Declaration (in lieu of Earnest Money Deposit [EMD]), wherein it may be stated that 'If they withdraw or modify their bid/s during period of validity etc. they will be suspended as per the directions of competent authority of the Institute'. The offer without Bid Security Declaration would be summarily rejected.
6. The last date for receipt of tenders in NIRRCH is 28th February, 2022 up to 17.00 hrs. The offers received would be tentatively verified on 01st March 2022 at 11.00 hrs.
7. The successful tenderers will have to submit Demand Draft / Bank Guarantee in favour of Director, NIRRCH, equivalent to 3% of the order value/contract cost (towards security of performance), which will be retained till the completion of warranty period, starting from date of successful installation and testing of Equipment. The Director reserves the right to exempt from said submission in case of low value orders.
8. The maximum response time to attend any glitches in the software / website would be 48 hrs. 0.1% of Basic Cost as penalty per week till the problem / glitch is attended.
9. The Director, NIRRCH, reserves the right to call for break-up of the quotation if it is found necessary. Incomplete specifications offered by the tenderer(s) will not be considered and are liable to be rejected.
10. The offers should be kept valid for acceptance for a period up to 28th March 2022.
11. The Website / Software should be operational within 6 weeks from the date of receiving the confirmed order, unless specified otherwise.
12. The payment will be arranged as per extant Government Rules and Regulations.
13. The prices quoted shall be firm for the duration of contract period. The tendered price should be quoted as the basic cost, without taxes and duties which may be indicated separately.
14. Conditional offers will not be accepted and liable to be rejected without any further reference.
15. Wherever tendered offer for an item is other than from manufacturer, such quotation must be accompanied by letter of commitment from the manufacturers and Memorandum of Understanding (MoU) executed duly between them on stamp paper that they would be supplying goods to the concerned trader/supplier in case supplier secured the order.
16. The Director, ICMR-National Institute for Research in Reproductive and Child Health

(NIRRCH), Mumbai reserves the rights to accept or reject any lowest tender in full or in part of any tender or all tenders without assigning any reasons and cancel the tender at any stage of the tender process.

17. Any of the disputes if arise between the Supplier/Tenderer and the NIRRCH/ICMR shall be resolved by the sole arbitrator which will be appointed by mutual consent of both the parties thereof failing which one of the Director of other Institute of ICMR in Mumbai (NIIH or NIV) shall be appointed within 30 days from the date of cause of action of dispute and the award as may be given by the sole arbitrator shall be binding on both the parties within the Civil Jurisdiction of Hon'ble High Court of Bombay.