

TNTPO



**TAMILNADU TRADE PROMOTION ORGANISATION**  
**(A Joint Venture of Govt. of India and Govt. of Tamil Nadu)**  
**Chennai Trade Centre Complex**  
**Mount Poonamallee Road, Nandambakkam,**  
**Chennai – 600 089.**

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TNTPO/Admin/1053-3/2024

Dated:28.11.2024

## **NOTICE INVITING QUOTATION**

The Tamilnadu Trade Promotion Organisation (TNTPO), Nandambakkam, Chennai 600 089 is committed to its mission of promoting the best possible Trade and Commerce promotional activities in the State of Tamil Nadu to support by sustainable promotion of Trade and Industrial / Commerce development.

TNTPO decides to upgrade the website of the existing system by

- 1. Conceptualization, Design and Development of Website for integration of enquiry form with booking engine including sections like Home – About Us - Our Venue – Hall Availability – Marketing Policies – Careers – Plan your tour and Gallery along with Video tours of Chennai Trade Centre and Exhibition Hall Tour.**
- 2. Hoisting of Domain – Server and Database Hosting space of the Website for visitors, organizers and exhibitors.**

Hence, TNTPO invites **sealed quotations** in two cover system, mentioning "Cover A – Technical Bid" and "Cover B – Financial Bid" on the face side. The cover A and B shall be put in a common cover, and should be submitted. The common cover should be sealed, superscripting the nature of work, due date and time, tender number, addressed to Managing Director, Tamilnadu Trade Promotion Organisation, Mount Poonamallee Road, Nandambakkam, Chennai – 600089 and the name and address of the tenderer.

Quotations are invited from firms that are qualified in the field of developing/upgrading the websites for the above work up to 3.00 P.M. on 05.12.2024.

**Contents of Cover A (Technical Bid):**

All the necessary sealed and signed documents in connection with prequalification criteria and Terms & Conditions shall be enclosed.

**Contents of Cover B (Financial Bid):**

The duly filled document in the format prescribed below and quoted Bill of Quantities as mentioned in the tender document shall be enclosed.

<b>Sl.No.</b>	<b>Particulars</b>	
1.	Name of the Firm	
2.	Address of the Firm	
3.	PAN No.	
4.	GST No.	
5	Bank details – (NEFT / RTGS)	
6	Above work Production cost in Rs.	
7	GST - % & Amount in Rs.	
8	Total cost (Sl. No. 6 + 7) in Rs.	
9	Terms of the payment	
10	Days required to complete the work (maximum 15 days)	
11	Seal & Signature of the Bidder	

## **Technical Evaluation**

The Evaluation committee of TNTPO as a whole, and each of its members individually shall evaluate the technical bid on the basis of their eligibility criteria and will be given a mark (T). The bid shall be rejected at this stage if it does not respond to important aspects of the eligibility criteria and terms and conditions or if it fails to achieve the minimum technical score.

In this stage. Technical bid will be evaluated on the basis of tenderer experience, proposed approach and methodology and work plan and the experience of key persons. Only those tenderers whose technical proposal score 70 marks or more out of 100 shall qualify for further consideration.

The bidder who secures highest marks ( $T_H$ ) shall be given a technical score ( $S_T$ ) of 100. The technical scores of other bidders shall be computed as follows:

$$\text{Technical score of the bidder } S_T = 100 \times (T/T_H)$$

T = Marks secured by the respective bidder

$T_H$  = Highest marks secured

## **Evaluation of Financial Proposals**

In the next stage, the financial evaluation will be carried out. Each financial bid will be assigned a financial score (F). The evaluation committee will determine whether the financial bids are complete, unqualified and unconditional. The cost indicated in the financial bid shall be deemed as final and reflecting the total cost of services. The financial bid with lowest cost ( $F_M$ ) will be given a financial score ( $S_F$ ) of 100. The financial score of other proposal will be calculated as follows:

$$\text{Financial score of the bidder } S_F = 100 \times (F_M / F)$$

(F = Amount of Financial Bid)

## **Valuation Methodology and Ranking**

The Bids will finally be ranked according to their combined technical ( $S_T$ ) and Financial ( $S_F$ ) scores as follows:

$$\text{Combined score } S = S_T \times T_w + S_F \times F_w$$

Where S is the combined score, and Tw and Fw are weights assigned to Technical and Financial bids that shall be 0.70 and 0.30 respectively. A bidder having the highest Combined score (S) shall be declared as first ranked bidder.

The combined final evaluation of both the technical and financial scoring only shall be considered.

**Eligibility Criteria:**

The bidder must have an average annual turnover of a minimum Rs. 3.00 Cr. in the last 5 financial years - FY 2018-19, 2019-20, 2020-21, 2021-22 and 2022-23. (Duly signed & stamped copies of balance sheets and a Certificate from a Chartered Accountant for the five (5) financial years are to be provided as supporting documents).

1. Two or more work experience documentation to support past experience in the state of Tamilnadu with the government department / or other government departments having an order value not less than 30 lakhs each.
2. The Bidder should have a Minimum of 5 years experience in similar works in the Government Sector (Proof to be attached).

**Terms and conditions:**

1. Bidder should be registered either as a Company under the Companies Act 1956/2013 or as a Limited Liability Partnership as the case may be, and should be in existence for not less than five years as on 31.10.2024. (Copy of valid Certificate of registration attested by Company Secretary/authorized signatory of the bidder).
2. The Bidder should have done similar works in Tamil Nadu or neighboring States – preferably Government departments (Proof to be attached).
3. The Bidder should have (a) Trade License, if applicable (b) GST /PAN (Copy of the relevant registration certificate to be provided as documentary proof).
4. The Bidder shall possess the certifications (i) ISO 9001-2015 and (ii) ISO 27001 – CMMI Level 3 Certification (Copies to be attached).

5. Minimum 2 work orders supporting vendor experience in managing functional Halls/Event Venues /Convention Centre related solution platforms which includes booking engine along with payment gateway integration with refunds and API-level payment reconciliations.
6. Preference will be given to the MSME registered bidder.
7. The bidder should not be blacklisted by any Govt. / Semi Govt. Organisation or PSU as on the date of bid submission. (Asundertaking to this effect has to be submitted).
8. The Bidder is completely responsible for the developing/upgrading of the above website work of TNTPO.
9. The Bidder must have all the resources to complete the above work.
10. The Bidder must give a detailed information report of the above work.
11. The Bidder should complete the work within 15 days in entire satisfaction.
12. If any defaults are found, it will be resubmitted.
13. The selected bidder shall not be allowed to operate the website in any form after the completion of work.
14. The bidder should submit the Approach and Methodology with a Presentation including the proposed solution and its components, understanding of challenges likely to be encountered and its proposed mitigation plan, process quality management SOPs, and statutory compliances plan, etc. for evaluation of Technical Qualification.
15. AMC of the application will be free up to 6 months from the date of the application Go-Live, after that AMC will be 25% of the original project cost.

**Bill of Quantities**

<b>S. No</b>	<b>Description of Work</b>	<b>Duration</b>	<b>Rate Rs.</b>	<b>Amount with GST Rs.</b>
1	Conceptualization, Design and Development of Website for integration of enquiry form with booking engine including sections like Home – About Us- Our Venue – Hall Availability – Marketing Policies – Careers – Plan your tour and Gallery along with Video tours of Chennai Trade Centre and Exhibition Hall Tour.	15 Days		
2	Hoisting of Domain – Server and Database Hosting space of the Website for visitors, organizers and exhibitors. <b>The application Should have the below Coding</b> Front End - .Net, HTML, JAVA, CSS Back End – SQL Server	15 Days		
	<b>Total</b>			

Sd/-  
Managing Director  
TNTPO