

Expression of Interest (EOI)



Indian Institute of Technology, Kanpur

Kalyanpur, Kanpur, Uttar Pradesh – 208016

(An Autonomous Institution, Ministry of Education)

Expression of Interest (EOI) for Designing websites for cGanga and Centers for Six River Basin Management and Studies

Ref No.: IITK/CGRB/EOI/2024-25/06

Project/Department Centre for Ganga River Basin Management and Studies (cGanga, IIT Kanpur)

Contact Person:

For Technical Query:

Dr Manoj Kumar Tiwari

Email: mktiwari@iitk.ac.in/pmc@cganga.org

Tel: 0512-259-7403/7792

For Commercial Query:

Purchase Unit (Central Stores)

Email: purchase@iitk.ac.in

Tel: 0512-259-7214

Chapter – 1 Introduction

Centre for Ganga River Basin Management and Studies (cGanga), Indian Institute of Technology Kanpur 208016, UP, India, an Autonomous Institution, Ministry of Education (Ministry of Education, Government of India) invites sealed Expression of Interest (EOI) form leading, reputed, professionally & financially sound and duly registered companies / agencies / organizations with a proven track record and having capabilities for **“Designing websites for cGanga and Centers for Six River Basin Management and Studies”**

Chapter – 2 General Instructions for Bidders

1. The Expression of Interest requires submission of a detailed solution, Technical Requirements, Specifications, and Budgetary quote for **“designing websites for Centers for Six River Basin Management and Studies”**.
2. **Mandatory Site Survey/Visit & Pre-EOI meeting**
All the interested parties are requested to go through the tentative scope of work detailed in Chapter 3.
3. A Pre-EOI Meeting will be held on **25/11/2024 at 14:00 hr** before the end date of EOI submission at the premises of **cGanga, Indian Institute of Technology Kanpur, WL-116, Environmental Engineering Lab, Western Lab, IIT Kanpur, Kanpur-208016 UP India** for technical discussion/queries related to the requirement. Further clarification (if any) regarding any aspect of the EOI (if any) will be provided to the bidders consequently. Only the queries received on or within the date prior to the Pre-EOI meeting will be entertained and answered. All such clarifications, together with all details on which the clarification had been sought, will be uploaded on the **GeM-CPP** Portal and on the IIT Kanpur website.

Such clarifications shall form part of the EOI document. Bidder can send their queries to:

For technical:

Dr Manoj Kumar Tiwari
Email: mkt@iitk.ac.in
Tel: +91-512-259-7792

For Commercial:

Purchase Unit
Email: purchase@iitk.ac.in
Tel: +91-512-259-7214

The representatives of the interested parties (restricted to two people) may attend the Pre-EOI meeting.

4. **Eligibility Criteria: cGanga, IIT Kanpur** has set up minimum eligibility criteria for the bidding purpose. All the interested parties must meet the criteria mentioned at Annexure-T-I, before they apply for the EOI. The bidding parties meeting the criteria must enclose their supporting documents along with their technical proposal and budgetary quote failing which their proposal will be summarily rejected and will not be considered any further.

5. **Submission of EOI: cGanga, IIT Kanpur** invites EOI (Technical Offer). The Technical Offer/Proposal shall include the proposed Bid of material and services on the basis of turnkey project. All the items /products/solutions required for the project should be suggested and included in the Bill of Material and Services. The complete EOI shall be submitted within the stipulated date & time. No opportunity shall be given to the participant to withdraw any offer at any stage after the submission of the proposal.
6. The EOI document can be downloaded from the Gem-CPP Portal ([URL: https://eprocure.gov.in/eprocure/app](https://eprocure.gov.in/eprocure/app)). Besides EOI document reference can also be seen on the IIT Kanpur website (<https://www.iitk.ac.in/tenders/>). Prospective Bidders who have not enrolled/registered with the aforesaid Portal shall have to enroll/register for participation
7. Any incomplete EOI received shall not be considered and will be summarily rejected in the very first instance without any recourse to the Bidder and shall not be evaluated. All entries in the EOI should be legible and field clearly, otherwise the proposal is likely to be rejected. If the space for furnishing information is insufficient, a separate sheet duly signed by the authorized signatory may be attached. The cuttings, if any, must be initialed by the authorized signatory.
8. **Period of validity of EOI:** The proposal shall remain valid till 90 days from the date of opening of EOI in exceptional circumstances, **cGanga, IIT Kanpur** ask for extending the period of validity and such a request shall be binding on bidders. IIT Kanpur's request and the response to such a request by various bidders shall be in writing.
9. **Evaluation of EOI and call for presentation:** After the opening of the proposal the **cGanga, IIT Kanpur** will examine the credentials of the firms based on the submitted documents as per the eligibility criteria detailed in an Annexure T-I and other eligibility criteria as mentioned in GeM Bid document to shortlist the vendors in case the center decides to see further information clarification the same shall be provided by the Bidder.
10. After evaluation of the eligibility criteria, the shortlisted vendors will be required to make a focus presentation on the company expertise and experience in the relevant field products and services with the proposed solution to the technical committee of **cGanga, IIT Kanpur**. The date of the presentation will be informed to the shortlisted vendors in advance.
11. Following the presentations based on the proposed acceptable solutions to the **cGanga, IIT Kanpur** will finalize the actual requirement along with specification and cost implications and then a tender enquiry with two covers technical and financial BOQ will be floated on GeM-CPP Portal for (Support Services for Pilot on River Health Monitoring)
12. It must be noted that this EOI is published for obtaining technical offer for of **"Designing websites for cGanga and Centers for Six River Basin Management and Studies"**. However, this EOI has been published without any financial commitment (Non-committal EOI).
13. The competent authority of **cGanga, IIT Kanpur** is not bound to accept the EOI if any technical discrepancies are found in the EOI. However, it reserves the right to accept/reject the EOI and the decision of the authority in this regard shall be final and binding on the Bidder.

14. Participation in EOI will not be considered as a qualification of the bidder in regular tender inquiry to be published later.
15. Amendment of Bid Document: At any time prior to the deadline for submission of proposals, **cGanga, IIT Kanpur** reserves the right to add/modify/delete any portion of this document by issuance of a Corrigendum, which would be published on the IIT Kanpur website and GeM Portal. The corrigendum shall be binding on all bidders and will form part of the bid documents.
16. Right to reject any or all bids: The Competent authority of **cGanga, IIT Kanpur** reserves the right to reject any bid and to annul the bidding process and reject all bids at any time or discontinue this EOI process without assigning any reason. At any time any effort by a Bidder or bidder's agent/ consultant or representative whosoever describe to influence the (department) IIT Kanpur/ in anyway concerning scrutiny/ consideration/ evaluation of the bid shall entail rejection of the bid.
17. **Resolution of Disputes:** The Parties shall use their best efforts to negotiate and amicably settle any disputes, controversies, or claims arising out of, or in connection with, the Contract / Purchase Order or its interpretation. If the Parties fail to settle the dispute amicably within thirty (30) Days of the commencement of the negotiations, the dispute shall be settled through arbitration. One (1) sole arbitrator shall be appointed by the Director of IITK, who shall have full powers to make final and binding decisions subject to prevailing laws of India. The appointing authority shall be the Director of IITK. The place of arbitration shall be at Kanpur and the language used in the arbitration proceedings shall be English.
18. **Clarifications-**If deemed necessary, **cGanga, IIT Kanpur** may seek clarifications on any aspect from the participating agency **cGanga, IIT Kanpur** will ask the EOI Participants to make a presentation for the purpose of clarification of the tender. All expenses for this purpose, as also for the preparation of documents and other meetings, will be borne by the prospective bidders.
19. **Presentation of solution-**The detail and in-depth presentation of the solution proposed in EOI will be done as such the prospective bidder should provide an extensive solution understanding of the project. The presentation should contain all the points mentioned in the proposed solution. The presentations may be used in the EOI to select the best of available solution(s) for **cGanga, IIT Kanpur** project.
20. **RTI applicability-**The information submitted in the response to the EOI may be subjected to public release (As per RTI norms). Vendors responding to this notice assume the risk of public disclosure if confidential information is included.
21. **Disclaimer -**The EOI does not constitute a commitment to offer of a Contract or prospective contract. **cGanga, IIT Kanpur** shall not be liable for any cost incurred by any potential vendor / service provider in preparation and submission of information in response to this EOI.

Authorized Signatory (signature in full): _____

Name and Title of Signatory: _____

Company Rubber Stamp: _____

Chapter – 3

Objective

Online quotations are invited for designing websites for Centers for Six River Basin Management and Studies; namely,

1. www.cganga.org
2. www.cnarmada.org
3. www.cmahanadi.org
4. www.cgodavari.org
5. www.ckrishna.org
6. www.ccauvery.org
7. www.cperiyar.org

1. Background

The Centre for Ganga Basin Management, IIT Kanpur, is in the process of establishing dedicated websites for six river basin centers—Narmada, Mahanadi, Godavari, Krishna, Cauvery, and Periyar. The objective is to create secure and functional platforms that facilitate the exchange of information, research insights, and collaboration among geographically dispersed teams, member organizations, and stakeholders involved in river basin management. These websites will serve as a repository for documentation and updates on river basin studies, policy frameworks, technical guidelines, and operational tools.

The platforms must be user-friendly, ensuring seamless access to critical information for center teams, government ministries, national and international organizations, river basin authorities, civil societies, and the general public.

A detailed Terms of Reference (ToR) outlining the objectives and requirements for the project has been prepared. The objectives and deliverables for this project are as follows.

2. Objectives:

- Develop secure and robust online communication platforms for the Centers to support information exchange, emergency response, and documentation related to river basin management, capacity building, and research activities.
- Promote high intellectual, ethical, and professional standards in river basin management through these platforms.
- Increase public awareness regarding ongoing efforts and challenges faced in river basin studies.
- Ensure website security, data protection, and compliance with industry best practices.

3. Deliverables:

- **Design Concept and Architecture:**

The contracted company must engage in a comprehensive planning session with the project team (cGanga) to understand the technical scope and functional requirements. Based on this session, the company will develop a scalable, high-performance architecture utilizing modern web frameworks (e.g., React.js, Angular, Vue.js) that support progressive web applications (PWA) and are optimized for future enhancements. The architecture must include the integration of APIs for real-time data synchronization across the six basin management centers.

- **Custom CMS Development:**

Instead of relying solely on off-the-shelf CMS platforms, the development must include the customization or creation of a modular content management system. This system should enable intuitive content publishing, multi-tiered user role management, version control, and approval workflows. It must also be capable of handling multilingual content and support localization for basin-specific data.

- **Responsive and Adaptive Design:**

The web design should be fully responsive and adaptive, with seamless compatibility across all screen sizes and devices (desktop, tablet, mobile). It should employ advanced CSS techniques (CSS Grid, Flexbox) and implement media queries that ensure optimized rendering even on 4K displays and next-generation devices. Furthermore, the design should include dynamic, real-time visualizations using libraries such as D3.js or Chart.js to represent river basin data interactively.

- **Performance Optimization and Scalability:**

The websites must be highly optimized for speed and performance, with loading times under 1 second on average for high-priority pages. This should be achieved through a combination of techniques, including minification, lazy loading, and advanced caching strategies such as server-side rendering (SSR) and content delivery network (CDN) integration. The platform should be designed for scalability, with cloud-based solutions (AWS, Google Cloud, Azure) used to handle peak traffic loads and ensure high availability.

- **Security and Data Privacy:**

The platform must comply with the latest web security standards, including TLS/SSL encryption, OWASP Top 10 best practices, and secure coding techniques to prevent vulnerabilities such as cross-site scripting (XSS), cross-site request forgery (CSRF), and SQL injection. In addition, role-based access control (RBAC) and two-factor authentication (2FA) must be implemented for user login systems. Data privacy, particularly around sensitive research data, must adhere to national data protection laws (e.g., India's IT Act 2000, GDPR).

- **Cross-Browser and Device Compatibility:**

Ensure full compatibility across all major web browsers, including the latest versions of Chrome, Firefox, Safari, and Edge, as well as backward compatibility with Internet Explorer 11. The website must also be rigorously tested for functionality across multiple operating systems (Windows, MacOS, iOS, Android) and devices (smartphones, tablets, desktops).

- **Accessibility and Compliance:**

The websites must be designed to meet Web Content Accessibility Guidelines (WCAG) 2.1 (AA) standards to ensure they are accessible to users with disabilities. This includes providing screen-reader support, keyboard navigation, and properly labeled elements for users with visual impairments.

- **API Integration and Data Interoperability:**

Integrate robust and secure RESTful APIs or GraphQL endpoints to allow real-time data exchanges between the six river basin centers and external stakeholders, including government ministries, international partners, and research institutions. The APIs should support data formats like JSON and XML, with scalability to handle large datasets and complex queries. Furthermore, the system must include provisions for importing and exporting data through standardized formats such as CSV, GeoJSON, or OGC-compliant formats for geographic data.

- AI-Driven Analytics:**
 Integrate artificial intelligence (AI) and machine learning (ML) capabilities for data analytics and predictive modeling on river health, climate trends, and water quality assessments. The websites should include interactive dashboards powered by ML algorithms to visualize patterns and forecast environmental risks. TensorFlow.js or similar libraries could be employed for real-time data processing on the client side.
- Search Engine Optimization (SEO) and Analytics:**
 Implement advanced search engine optimization techniques, including structured data markup, schema.org integration, and optimized meta tags to enhance the website's visibility on major search engines (Google, Bing, etc.). Additionally, integrate powerful analytics tools such as Google Analytics 4, with custom event tracking, to monitor user behavior, traffic trends, and conversion rates. The contracted company must also implement advanced logging and monitoring tools, such as ELK Stack (Elasticsearch, Logstash, Kibana), for server and application monitoring.
- Comprehensive Search Functionality:**
 Develop a robust, full-text search engine with fuzzy search capabilities and the ability to index both structured and unstructured content (e.g., research papers, reports, policy documents). The search engine must support filters for specific river basins, topics, and user roles. Additionally, AI-driven search enhancement features, such as autocomplete, suggestion refinement, and natural language query processing (NLQP), should be integrated for enhanced user experience.
- User Manuals and Training:**
 Deliver comprehensive documentation, including a user manual, system administration guide, and developer handbook, with step-by-step instructions for content management, system maintenance, and troubleshooting. Conduct a series of technical training workshops for center teams and administrative staff, ensuring competency in using the CMS and administering the websites.

4. Support and maintenance:

- Comprehensive Technical Support (24/7 Monitoring):**
 The contracted company is required to provide round-the-clock technical support with a dedicated team available 24/7 to ensure high system uptime and rapid issue resolution. Real-time monitoring of website performance, server health, and security incidents must be conducted using advanced tools such as Prometheus, Grafana, or New Relic. Any detected anomalies, including latency spikes, downtime, or security threats, must be addressed within predefined SLAs (Service Level Agreements), with critical issues requiring a response time of no more than 15 minutes. Regular uptime of 99.9% must be ensured for all websites.
- Advanced Security Audits and Penetration Testing:**
 The company must carry out quarterly penetration testing using industry-standard tools (e.g., Burp Suite, OWASP ZAP, Nessus) to identify and fix potential vulnerabilities. These audits must include both manual and automated vulnerability assessments, covering all critical attack surfaces such as APIs, authentication modules, and data storage. Post-launch, the contracted company must implement an Intrusion Detection and Prevention System (IDPS) and ensure all security patches and updates are deployed in a timely manner. A detailed security audit report must be submitted to the project team quarterly.
- Performance Tuning and Load Testing:**

Monthly performance reviews and load testing must be conducted to ensure the platform can handle peak traffic loads, especially during critical events. The load testing should simulate real-world user traffic using tools like Apache JMeter or Gatling, with the aim to ensure stability under both expected and extreme usage conditions (e.g., 10,000+ concurrent users). The system should automatically scale to accommodate traffic surges via a cloud-based infrastructure (AWS Auto Scaling or Google Cloud Compute Engine). Regular performance tuning, including database query optimization and server resource allocation, is required to maintain optimal website speed and functionality.

- **Data Backup and Disaster Recovery:**

The contracted company must implement a fully automated, multi-tier backup strategy (daily, weekly, and monthly backups) using cloud-based solutions (e.g., AWS S3, Azure Blob Storage) to ensure data redundancy and reliability. Backups must include full copies of all site components—source code, databases, media, and configurations. The recovery time objective (RTO) for restoring a fully operational website in case of failure must be no more than 2 hours, and the recovery point objective (RPO) should ensure no more than 5 minutes of data loss. A disaster recovery plan with clearly defined roles and escalation paths must be in place, with annual drills conducted to test recovery processes.

- **Ongoing CMS Enhancements and API Management:**

Regular updates to the custom CMS and API integrations must be provided to ensure compatibility with the latest technologies, including new security standards, browser versions, and device types. As new APIs or enhancements to existing APIs are developed, the contracted company must perform thorough regression testing to ensure that no existing functionalities are disrupted. Additionally, new CMS features requested by the project team must be implemented within mutually agreed timelines, with versioning and backward compatibility maintained.

- **Bug Tracking and Automated Testing:**

A robust bug tracking system (e.g., Jira, Bugzilla) must be implemented to log and track all identified issues. The company is required to run automated testing suites (Selenium, Cypress) regularly to ensure all website functionalities—including search, navigation, content uploads, and API integrations—are fully operational. The automated testing should also include cross-browser and cross-device compatibility checks. Any bugs discovered in the system must be fixed within the SLAs, with critical issues resolved within 24 hours and non-critical issues within 72 hours.

- **Proactive Performance Monitoring and Alerts:**

Implement advanced application performance management (APM) tools such as Dynatrace or AppDynamics to provide real-time visibility into server performance, database queries, and API response times. The APM system should be configured to trigger automated alerts for the support team when key performance indicators (KPIs) fall below defined thresholds, such as a drop in page load speeds or API request failures. These alerts should be integrated with an incident management platform (e.g., PagerDuty or Opsgenie) for immediate action by the technical team.

- **Monthly Reports and Analytics:**

Provide detailed monthly reports that include an analysis of server logs, user traffic patterns, security incidents, and system performance metrics. These reports should highlight areas for improvement and suggest optimizations for enhancing user experience, security, and site performance. The reports must also include competitor analysis and insights on the latest web development trends. A summary of key performance indicators (KPIs) such as page load times, error rates, bandwidth usage, and search engine rankings should also be provided.

- **AI-Based Predictive Maintenance:**

The contracted company must implement AI-based predictive maintenance algorithms to forecast potential system failures before they occur. This will involve the use of machine learning models that analyze historical data, such as server logs, traffic patterns, and resource consumption, to predict performance degradation or hardware failures. The system should recommend preemptive actions (e.g., adding more servers or rebalancing resources) to prevent downtime and ensure consistent performance.

- **Code and System Updates:**

The contracted company is required to maintain the site's source code using a version control system (e.g., Git) and ensure that all updates to the codebase are thoroughly reviewed, tested, and documented. Updates to dependencies, libraries, and frameworks (e.g., Node.js, React, Django) must be promptly implemented as new versions are released. Additionally, system updates such as OS patches, security certificates, and database upgrades must be applied within 24 hours of release to maintain security and performance.

- **Scalability Testing and Future-Proofing:**

Regular scalability testing must be conducted to ensure the system can accommodate future growth, including increased data volumes, user traffic, and functionality requirements. The contracted company must propose a long-term infrastructure plan that outlines steps to migrate to more scalable technologies (e.g., microservices, containerization with Kubernetes or Docker) if necessary. The websites should be built with future-proof technologies that are compatible with the latest advancements in web development, such as WebAssembly (Wasm) or serverless architectures.

5. Web site content updates:

- The contracted web development company will assist with content update when the changes that have to be made are not possible from the CMS user interface.
- The contracted web development company will maintain full backup of the web site through the duration of the contract. The backup, code and source files will be shared in full to client on launch of the site as well as at the end of the of the contract.
- The contracted web development company will have an automated testing system that checks for broken hyperlinks on the site.
- The contracted web development company will follow the terms of the standard Service level agreement.
- The contracted web development company will verify regularly that the site is up and running, and will revert to the back up whenever necessary.
- The contracted web development company will give guidance on using the admin interface of the CMS.
- Monitor the server logs to see most popular pages and downloads and generate regular reports.
- The contracted company will provide an annual and detailed reports analyzing progress, trends and areas to be improved. The reports should also include comprehensive and cumulative figures for downloads; as well as a competitor analysis.

- Test site before going live.

Source code handover:

Full source code including all developed libraries shall be handed over to cGanga.

6. Documents to be include in the proposal

If you have the required qualifications and are interested in this contract, please submit:

- A proposal describing the previous work done in this area.
- A portfolio of previous work of webs with similar functionalities developed.
- CVs of the lead developer, junior developer, graphical integrator, graphic designer, content writer
- A financial proposal to address the work including support and maintenance for 12 months as per given format.

7. Pre-Bid Meeting:

- Bidders must attend the pre-bid meeting (MANDATORY). No bids will be entertained if they have not participated in the pre-bid meeting.
- Queries, if any, from the interested bidders, MUST be emailed to pmc@cganga.org, before the date of Pre-Bid meeting for consideration.
- **Pre-bid meeting (ONLINE) will be held on November 25, 2024**
- Purpose of pre-bid meeting is to explain/understand the scope of work in detail, understanding on the expectations of cGanga, IIT Kanpur
- Bidders are advised to prepare and submit their bid only after participating the pre-bid meeting.
- **Bidders must not make any audio or video recordings of the meeting.**
- **Bidders must not take any photos of the meeting.**
- Violation of any of these terms and conditions may result in expulsion from the meeting and disqualification from the bidding process.
- The meeting may be cancelled or rescheduled at any time. If the meeting is cancelled, all attendees will be notified as soon as possible.

Chapter – 4 General Eligibility

8. Selection Criteria:

The selection of the web development company will be based on the following criteria, with specific weightage assigned to each category. The total score for each proposal will be calculated based on the weighted sum of these criteria.

Evaluation Criteria

S No.	Criteria Description	Weightage (%)
1	Technical Expertise Experience in Web Design and Support in the International Development Sector.	25%
2	Operational Capacity Ability to manage large-scale websites, end-to-end coordination and support, from content creation to final website. Includes infrastructure and resource capability for a turnkey project.	20%
3	Team Qualifications Availability of technically qualified staff with relevant expertise in content creation, data visualization, and graphic design for website development. Submission of CVs for key personnel required.	30%
4	Project Approach and Methodology Proposed approach to meet the scope of work, including project management methodology, timeline adherence, and client collaboration. Detailed project plan submission required.	25%

Please note: All bidders who secure the 60% or more weightage/marks will be shortlisted.

9. Selection Process:

The proposal should fulfill the following

- Clearly establish an understanding of the services required and separate out activities according to this document;
- Describe how the company engages with its clients; what processes they follow and requirements they have regarding timelines, rates, requests, sign-off and payments.
- Include CV of the team of (programmers, designers and content writer/s) assigned to the work, the timetable, and the financial proposal.

10.cGanga, IIT Kanpur reserves the right:

- To amend scope of work and terms of the contract.
- To drop those bidders who do not qualify the technical bid evaluation criteria.
- To accept or reject any or all Bids without assigning any reason thereof. cGanga, IIT Kanpur shall neither be liable for any loss/damages, nor answerable or liable to inform the bidders of the grounds for the same.

Chapter – 5

Submission of EOI Response

1. EOI Response Format

The Prospective Bidder/Service Provider should submit response to the EOI on <https://eprocure.gov.in/eprocure/app> and also submit the hard copy of the same on date of presentation with the following information:

- a. The covering letter on the Official Letter Head
- b. Technical Bid- Pre-qualification Criteria (Annexure – I to VI)

The EOI should be accompanied by the following information:

- Capability Statement
 - ✓ A document not exceeding two pages.
- Understanding of the Assignment
 - ✓ A brief write-up addressing the scope of work outlined above.
- Company/Organization Profile
 - ✓ Details of current activities and management structure.
- Past Experience in conducting similar works
 - ✓ Copy of Work Orders of similar works rendered by the firm to government/non-governmental/private organizations.
- Evidence of Incorporation
- The company must give an undertaking that no part of the information (including any report/presentation) or any outcome of the project will be used or shared by the firm except for and with cGanga.

2. EOI Schedule of Events

The EOI Participants are requested to note that dates mentioned in the schedule of events IIT Kanpur reserves rights to modify these dates at any time.

S No	Event	Timeline
1	Publication of Expression of Interest (EOI)	November 18, 2024*
2	End Date of submission of Expression of Interest (EOI)	December 9, 2024
3	Opening of Expression of Interest (EOI)	December 10, 2024
4	Presentation, Submission of Documents and Discussion with the Prospective Bidder/Service Provider	November 25, 2024 (Date and Time of Presentation and Discussion with the prospective Bidder/Service Provider will be communicated after opening of EOI.)

*To = Date of Publication on GeM-CPP Portal

Indenter Details:

Email ID: **pbose@iitk.ac.in**

Phone Number: **0512-259-7792**

Place of Presentation and Discussion with the Prospective Bidder/Service Provider:

IIT Kanpur – 208016, Uttar Pradesh, India

Submission of Documents: **To be done online.**

Chapter – 6

Terms and Conditions of Bidding Firms

- The EOI Participations should accept all the terms and conditions given in the EOI Document. EOI Participants must state categorically whether or not the offer conforms to requirement and schedule of requirements and indicate deviations.
- The eligible and interested vendors may upload the detailed response with EOI in the prescribed format on or before the above prescribed date.
- Response to the EOI from the respondents should be uploaded through GeM-CPP Portal. Respondents should provide one (1) hard copy of document at the time of presentation.
- All information contained herein and the enclosures are confidential information. By accepting this material, the recipient agrees that the information will be held in confidence and will not be reproduced, disclosed or used in whole or in part without prior permission of Indian Institute of Technology Kanpur.
- During evaluation and finalization of the EOI, Indian Institute of Technology Kanpur may at its discretion ask the Prospective Bidder/Service Provider for any clarification on its EOI. The request for clarification and the response shall be through e-mail.
- This EOI is non-commercial.
- Notwithstanding anything contained in any of the clauses in this EOI, Indian Institute of Technology Kanpur reserve it's right to accept or reject any EOI and to annul each or all the EOI processes and reject all the EOI at any time without thereby incurring any liability to the effective Prospective Bidder/ provider or any obligation to inform the affected vendor or vendors of the grounds of Indian Institute Technology Kanpur's action.
- Any assumptions made by the Bidder in response of this request for EOI will be their own risk and cost. Indian Institute of Technology Kanpur will not be liable for any such assumptions/representations made by the vendors.
- The budgetary estimates provided are only indicative of the assessment of current market prices and are not binding on IIT Kanpur.

Chapter – 7
Indian Institute of Technology, Kanpur
Centre for Ganga River Basin Management and Studies
EOI No Ref. No. IITK/CGRB/EOI/2024-25/006

Annexure T-I

Technical Bid- Pre-qualification Criteria (Annexure I to VI)
Checklist for Technical Bid

Mention Page Numbers

Sr. No.	Pre-qualification criteria	Documents to be provided	Attached (Y/N)	Page No.
1.	The prospective Bidder shall be an Indian entity registered and operating in India under the appropriate Laws of India.	Registration Certificate of Business		
2.	Bidder must have GST registration certificate issued by competent authority	Attested copy of registration certificate.		
3.	Bidder must have PAN/TAN/GIR card	Attested copy of PAN/GIR/TAN card		
4.	Bidder's Details	Annexure I [On the letterhead of the Bidder]		
5.	Declaration of Bidder	Annexure II [On the letterhead of the Bidder]		
6.	Declaration of blacklisting/non-blacklisting	Annexure III [On the letterhead of the Bidder]		
7.	Financial Capability of Bidder	Annexure IV [On the letterhead of the Bidder]		
8.	Details of Firm's Experience of similar services	Annexure V [On the letterhead of the Bidder]		
9.	OEM's Authorization Form	Annexure VI [On the letterhead of the Bidder]		

The bidder is required to submit the self-attested photocopies of the following documents along with the Technical Offer/Proposal, failing which their bids may be summarily/out rightly rejected and may not be considered:

Authorized Signatory (Signature In full): _____

Name and title of Signatory: _____

Stamp of the Company: _____

Indian Institute of Technology, Kanpur
Centre for Ganga River Basin Management and Studies
EOI No Ref. No. IITK/CGRB/EOI/2024-25/006

Annexure I

Bidder's Details
(On the letter head of the Bidder)

1	Name of the Firm/ Company		
2	Offered Service/Product Name, Make and Model		
3	Name and Designation of Authorised Signatory		
4	Office Address of the Firm / Communication Address:		
5	Phone No/Mobile No:		
6	E-Mail ID:		
7	GST registration Number:		
8	PAN Number:		
9	Firm's Bank Account details	Bank Account No.:	
		Name of the Bank:	
		IFS Code No.:	
		Name of Branch:	
Particular Details of the Bidders Representative			
10	Contact Person: Mobile No:	Name of Person:	
		Designation:	
		Tele/Mobile No:	
		Email ID:	

Authorized Signatory (signature in full): _____

Name and Title of Signatory: _____

Company Rubber Stamp: _____

Indian Institute of Technology, Kanpur
Centre for Ganga River Basin Management and Studies
EOI No Ref. No. IITK/CGRB/EOI/2024-25/006

Annexure III

CERTIFICATE
DECLARATION REGARDING BLACKLISTING/NON-BLACKLISTING
[On the letterhead of the Bidder]

I /We Proprietor / Partner (s) / Director (s) of M/shereby declare that the firm/ company namely M/S. has not been blacklisted or debarred in the past by any organization from taking part in Government tenders.

Or

I / We proprietor / partner (s) / Director (s) of M/S..... hereby declare that the firm/ company namely M/S.....was blacklisted or debarred by any Government Department from taking part in Government EOIs for a period ofyears w.e.f..... The period over on And now the firm/ company is entitled to take part in Government EOIs. In case the above information found false I / we are fully aware that the EOI/ contract will be rejected / cancelled by the **Centre for Ganga River Basin Management & Studies (cGanga), Indian Institute of Technology, Kanpur** and EMD/Performance Bank Guarantee shall be forfeited. In addition to the above **Indian Institute of Technology, Kanpur** will not be responsible to pay the bills for any completed/ partially completed work.

Signature:

Name:

Capacity in which as signed:

Name & address of the firm:

Seal of the firm should be affixed.
--

Dated:

Signature of Bidder with seal.

In case of proprietorship firm, certificate will be given by the proprietor, and in case of partnership firm, certificate will be given by all the partners and in case of limited company by all the Directors of the company or company secretary on behalf of all directors.

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Annexure - IV

FINANCIAL CAPABILITY OF BIDDER

[On the letterhead of the Bidder]

Annual turnover details of the Bidder from [insert relevant details]

#	Financial Year	Turnover in Indian Rupees	Document Page No.
A	2021-2022		
B	2022-2023		
C	2023-2024		

*Audited Balance sheet and profit & Loss account statement of the bidder for each of the above-mentioned financial year shall be submitted as supporting evidence.

1. Please affix the signature of the authorized signatory of the Bidder with name, designation, seal and date here.
2. Please affix the signature of the authorized signatory of the Statutory auditor of the Bidder with name, designation, seal and date here.

Authorized Signatory (Signature In full): _____

Authorized Signatory of Statutory Auditor: _____

Name and title of Signatory: _____

Stamp of the Company: _____

Stamp of the Firm: _____

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Annexure - V

Details of works of similar type executed by the bidder
[On the letterhead of the Bidder]

Sl. No.	Name of the Company	Work Description	Ref. & Date of the order	Work Order Value	Contract Period	Page No

Authorized Signatory (Signature In full): _____

Name and title of Signatory: _____

Stamp of the Company: _____

- Copies of work orders should be attached with this information. In absence of documentary evidence, bid is liable to be rejected.
- If necessary, a separate sheet may be used to submit the information.