NOTICE FOR SUBMISSION OF QUOTATION

EDP/WSC/WEB/2019   01-01-2020

Quotations are invited for migrating and maintaining the website www.**worldspicecongress.com** developed in PHP/ MYSQL and a mobile app with requirements and eligibility criteria given below.

ELIGIBILITY CRITERIA

- The Vendor should have successfully developed websites for more than two International Conferences including the registration of Overseas Delegates (Proof to be submitted).
- The Vendor should have successfully developed at least one Mobile application (Proof to be submitted)
- Vendor Should have successfully completed at least one Govt. event executed by the vendor themselves without any sub contract(Proof to be submitted) .
- Experience : Minimum three years in the relevant field (Proof to be submitted)

SCOPE OF THE WORK

Version upgradations, fixing security vulnerabilities, migration to a secure server, hosting and maintenance of the Website: www.worldspicecongress.com with Mobile application.

- The vendor shall resolve the security issues of both the websites such as rebuilding the website and converting to static pages to the extent possible, changing the code of the existing website or changing to a new stable framework, etc.

- The vendor shall develop Android and iPhone versions of Mobile applications with the above process.

- The vendor shall host the stable version of the websites as a result of the above process, in a cloud/data centre located in India for a period of one year.

- The vendor shall provide support for a period of one year for software related issues and content updating.

- The vendor shall solve all issues of the websites including security issues, those are happening during the maintenance period.

- Functionality of the modified websites, shall be the same as the present website of World Spices Congress URL:- www.worldspicecongress.com with the Mobile Apps. for registered users.

- There shall not be any down time exceeding one hour for the website.

- The stable version of worldspicecongress.com with mobile application has to be hosted within one month from the date of giving work order.

- The vendor shall make the entire source code of the website and corresponding database available to Spices Board.

- The vendor must ensure the backup of the website and database on daily weekly and monthly basis.

- Cost shall include 2 parts. (a) Version upgradations and migration cost with mobile app (b) Hosting and maintenance charges for one year.

- There will not be any advance payment. Migration cost of the site with mobile app will be made after successful migration of the website and Mob app in the new hosting environment. Hosting and maintenance charges will be paid quarterly (i.e.25% in each quarter) , subject to satisfactory service.

- For worldspicecongress.com, registration modules are to be connected with a payment gateway.

SOFTWARE FEATURES

- Android Mobile Phone and iPhone apps.
- **Admin panel to integrate mobile app and the website.**

    Send app notifications to all or selected group of delegates / exhibitors / sponsors/
    Send automated emails from the control software to registered
    Badges can be emailed to each
    Send emails to delegates on how to download and use the App.
- **Website features**:
- Registration Website with payment gateway.
- Exhibitor list, program schedule, speaker list, sponsors list, etc to flow from admin panel to website and mobile app
- Dynamic stall booking through website for exhibition
- Exhibitor & Sponsor login to update their details
- Auto-emailing to registered delegates about program details or updates
- **Spot Registrations**:
- Software to facilitate Spot Registrations at the Venue
- This should be seamlessly integrated with the registration data from online registrations
- Issuing of badges with barcodes
- **Access control**:
- Control access to various venues through scanning of a barcode in the badge
- Control of Delegate kit distribution

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- **Mobile app features**:

- Event details, Program Schedule, Speakers, Delegates, Sponsors, Exhibitors
- Upload PPTs against the speaker in the program schedule
- Appointment fixing module. Appointment confirmed only after confirmation from the other party. View all confirmed appointments, tasks and favorited session on calendar.
- Chatting with any delegate, exhibitor or sponsor
- Event Feedback, Awards, Video Bytes & Logistics.
- Provision for additional features (if any)

Delivery time : Two weeks from confirmation

Price bid shall be submitted in the following format.

(in INR)

	Item	Basic rate	Applicable tax	Total Cost
a	Version upgradations and migration cost of the website including Mobile App(inclusive of applicable taxes)			
b	Hosting and maintenance charges (inclusive of applicable taxes) of the website for a period of one year			

TERMS AND CONDITIONS

- Proposal shall include documents to prove experience, service support and technical competence in doing similar work and contact details of existing clients.

- Supporting documents proving the eligibility criteria shall be submitted along with the tender. Otherwise, the bid will be rejected

- The quotations which are incomplete in terms eligibility criteria will be rejected.

- Financial bid shall be submitted in a separate sealed cover super scribed as "Financial Bid" along with the proposal.

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- Financial bids of only the selected bidder(s) as per the process above will be opened and processed for evaluation.

- Time of implementation of the project : Two weeks from the date of placing order.

- Payment will be released only after the user acceptance testing is successfully completed.

Proposal shall be submitted in sealed envelope, super scribing the words "**Proposal for Migration and Maintenance of website with Mobile app.– World Spices Congress 2020"**, through Speed Post/Registered Post/by Hand to reach to the following address on or before **08/01/2020.**

Organising Secretary

World Spice Congress
C/o.SPICES BOARD
Sugandha Bhavan,
NH ByPass, Palarivattom, Cochin -25
Tel: +91 -484 -2333610 Extn. 234
E-mail: conference@worldspicecongress.com

Quotations will be opened at 10:30 a m, at committee room of Spices Board Head Office on 9th January 2020 Any participants or their representatives wish to be present at the time of opening of quotation can do so.

Financial bids of only the selected bidder(s) as per the process above will be opened and process for evaluation. Time of opening of Financial bids will be intimated later to the selected bidder(s) only. The estimated cost of the above work is less than Rs.2.5 lakh.

01/01/2020

ORGANISING SECRETARY
WORLD SPICE CONGRESS