Minutes of the Pre-Bid Meeting for the work of Design, Develop, Migration of existing Database & Maintaining Social Networking Website & Mobile App namely 'New Town City Network' for New Town Kolkata Development Authority

Date & Venue : 12.04.2018 at Conference Room, 03 MAR, New Town, Kolkata-700156

The following Officials of NKDA and Agencies were present in the Pre-Bid Meeting

NKDA Official	**Agencies**
1. Administrative Officer, NKDA	1. PSP Financial Consultants Pvt Ltd.
2. System Manager, NKDA	2. Famcom Technology Systems Pvt. Ltd.
	3. Surflex Technology Pvt. Ltd.
	4. Max Mobility Pvt. Ltd.
	5. Ancel Technology Pvt. Ltd.
	6. Brainium Information Technologies Pvt. Ltd.

At the onset, Administrative Officer, NKDA welcomed all the Agencies and initiated briefly discussed about the scope of work for the NIeT *Design, Develop, Migration of existing Database & Maintaining Social Networking Website & Mobile App namely 'New Town City Network' for New Town Kolkata Development Authority.* After detailed discussions, the following decision has been taken by the Authority.

(1) All the Bidder shall have to submit **Earnest Money of Rs. 50,000/- (Rupees Fifty Thousand only)** and necessary Earnest Money shall have to be deposited by the Bidder through the following Payment modes as per the Finance Department Oder No. 3975-F(Y) sated 28th July, 2016

> (i) **Net Banking** (any of the Bank listed in the ICICI Bank Payment Gateway) in case of payment through ICICI Bank Payment Gateway.

> (ii) **RTGS/NEFT** in case of payment through Bank Account in any Bank. The EMD shall be deposited in favour of **"New Town Kolkata Development Authority"** payable at **"Kolkata"**

The Clause (1) and (7) to be read accordingly. **No hard copy of EMD will be allowed to participate in the Bidding Process**.

(2) As per the Eligibility Criteria mentioned under Clause 6.1, Balance Sheet of 2 (Two) Financial years to be uploaded at the time of bidding.

(3) Entire development to be done under open source platform including database.

(4) CMS (Content Management System) dashboard will act as a Control panel which will be used for administrative purpose for setting different role, rule, uploading, add/update/delete facility with respect to all sub-modules.

(5) SMS gateway will be provided by the NKDA. Regarding email gateway, selected Bidder have to provide the necessary gateway for email communication.

(6) The Application should be SSL enabled. The cost of Procurement will bear by the selective Bidder.

(7) Before hosting State Data Centre, necessary Security Audit of Application and Deployment Environment to be done by the selected Bidder within their cost.

(8) The Third Party Security Audit to be conducted by STQC or any other listed in CERT – In of GoI.

(9) Selected Bidder have to promote the Web Application as well as Mobile Application through all Social Platforms during the entire period of the Contract. First three months paid promotion to be done by the Bidder every week. Design of graphics, preparation of content to be done by the selected bidder.

(10) **Payment Terms:**

Sl. No.	Deliverables	Payment	Time Period
1	On UAT accepted by NKDA & Go-Live (Soft-lunch) at selected Bidders environment	40%	3 Months
2	After successful completion of Security Audit and hosting in SDC and successful GO Live	30%	2 Months
3	On completion of maintenance period	30%	12 Months from the date of UAT

(11) Hosting environment for Testing, UAT & Go-Live (Soft-lunch) to be provided by the selected bidder till final Go-Live in SDC. After necessary security audit same to be deployed in SDC as per the time schedule. Necessary communication, configuration, deployment and maintenance in SDC is under scope of selected bidder.

(12) Other terms & conditions are remain unchanged.

The Meeting was successfully ended by the Administrative Officer, NKDA

Administrative Officer
New Town Kolkata Development Authority

Memo No : 1861 /1(4)/NKDA/Admn-815/2018

Date: 16.04.2018

Copy forwarded for kind information to :

(1) PA to Hon'ble Chairman, NKDA.
(2) PA to CEO, NKDA.
(3) Official website of e-Procurement. (wbtenders.gov.in)
(4) Official website of NKDA (www.nkdamar.org) .

Administrative Officer
New Town Kolkata Development Authority