



**CHHATTISGARH STATE RENEWABLE ENERGY
DEVELOPMENT AGENCY (CREDA)**

(Dept. of Energy, Govt. of Chhattisgarh)

Website: <https://creda.co.in/>

Near Energy Park, Village Fundhar,

VIP Road (Airport Road), Raipur 492015, Chhattisgarh

E-mail: credatendercell@gmail.com

E-BID DOCUMENT No.162142/CREDA/Domain & Cloud/2024-25

Dated-29.11.2024

CREDA invites Expression of Interest (EOI) from qualified firms through an e-bidding process under **Rate Fixation Contract** for the Design and Development of Websites and Mobile Applications, Set up of a New Cloud Server, New Domain for Website(s) (including SSL Certificate), Operation & Maintenance of existing Software and Servers of CREDA and other related services under the defined scope of work.

Particulars	From Date & Time	To Date & Time	Place
Date of issue of notice inviting EoI	29-11-2024 05:00 PM	-----	-----
Period of availability of bidding document at website	29-11-2024 05:00 PM	19-12-2024 05:00 PM	www.creda.co.in/Tenders https://eproc.cgstate.gov.in
Submission of Pre-Bid queries in writing	29-11-2024 05:00 PM	05-12-2024 05:00 PM	To submit hard copy at CREDA HO, Raipur or through E-mail at credatendercell@gmail.com
Submission of Documents e-Technical(Online)+ e-Financial Bid (Online)and submission of documents in hardcopy.	29-11-2024 05:00 PM	19-12-2024 05:00 PM	1. https://eproc.cgstate.gov.in 2. To submit hard copy at CREDA HO, Raipur.
Opening of Bid	20-12-2024 12:00 PM Onwards		At CREDA H.O., Conference Hall, Raipur. (https://eproc.cgstate.gov.in)
Evaluation of Bid	23-12-2024 12:00 PM Onwards		At CREDA H.O., Conference Hall, Raipur.
Opening of Price Bid	24-12-2024 12:00 PM Onwards		At CREDA H.O., Conference Hall, Raipur.
Declaration of Final Bidder	26-12-2024 12:00 PM Onwards		www.creda.co.in/Tenders

EOI can be download from CREDA Website <https://creda.co.in> or from Chhattisgarh e-Procurement portal i.e. <https://eproc.cgstate.gov.in> and the EoI should have enclosed Tender processing fees (non-refundable) of Rs.5900/- (In words Rupees Five Thousand Nine Hundred Only) [including GST] & EMD (Refundable as applicable) of Rs.50,000/- (In words Rupees Fifty Thousand only) in favour of "CREDA" Payable at Raipur, inform of D.D./Pay order or RTGS/NEFT.

Bids received without or with in adequate EoI Tender processing fees and EMD shall be liable to be rejected.

If any amendment done in this EoI shall only be notified through CREDA website i.e. <https://creda.co.in> and Chhattisgarh e-Procurement portal i.e. <https://eproc.cgstate.gov.in>

Tender Document can be downloaded from our website www.creda.co.in.

CHATTISGARH STATE RENEWABLE ENERGY DEVELOPMENT AGENCY

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NIT Ref. No. 13574/CREDA /Domain & Cloud/2024-25

Dated-29.11.2024

NOTICE INVITING TENDER

CREDA invites online bid for the below stated work:

SNo	Description of Work	Cost of Tender Document	EMD
1	CREDA invites Expression of Interest (EOI) from qualified firms through an e-bidding process under Rate Fixation Contract for the Design and Development of Websites and Mobile Applications, Set up of a New Cloud Server, New Domain for Website(s) (including SSL Certificate), Operation & Maintenance of existing Software and Servers of CREDA and other related services under the defined scope of work.	Rs. 5900/-	Rs. 50,000/-

Note: -Bidders have to deposit the TDC and EMD as prescribed and scheduled.

Important Events and time schedule for this Bid are as follows:-

Particulars	From Date & Time	To Date & Time	Place
Date of issue of notice inviting EoI	29-11-2024 05:00 PM	-----	-----
Period of availability of bidding document at website	29-11-2024 05:00 PM	19-12-2024 05:00 PM	www.creda.co.in/Tenders https://eproc.cgstate.gov.in
Submission of Pre-Bid queries in writing	29-11-2024 05:00 PM	05-12-2024 05:00 PM	To submit hard copy at CREDA HO, Raipur or through E-mail at credatendercell@gmail.com
Submission of Documents e-Technical(Online)+ e-Financial Bid (Online)and submission of documents in hardcopy.	29-11-2024 05:00 PM	19-12-2024 05:00 PM	1. https://eproc.cgstate.gov.in 2. To submit hard copy at CREDA HO, Raipur.
Opening of Bid	20-12-2024 12:00 PM Onwards		At CREDA H.O., Conference Hall, Raipur. (https://eproc.cgstate.gov.in)
Evaluation of Bid	23-12-2024 12:00 PM Onwards		At CREDA H.O., Conference Hall, Raipur.
Opening of Price Bid	24-12-2024 12:00 PM Onwards		At CREDA H.O., Conference Hall, Raipur.
Declaration of Final Bidder	26-12-2024 12:00 PM Onwards		www.creda.co.in/Tenders

Technical & Price Bid shall be submitted online only at <https://eproc.cgstate.gov.in>. However Technical bid (As per the check list) also has to be submitted duly signed hard copy at Executive Engineer (RE –IV). If there is any discrepancy in the e-Bid and hard copy, only the documents in e-bid shall be valid. **In no case the hard copy of documents shall be evaluated, they are only for record keeping by CREDA.** Bidders are advised to follow the instructions provided for Registration and e-Submission Process accordingly. (For any query about e-bidding please visit user manual at <https://eproc.cgstate.gov.in>).

Details of this tender are mentioned at Tender Documents which can be down loaded from our website-www.creda.co.in.

The bidder will need to deposit the **tender document cost** along with the **EMD** as mentioned above, through **Demand Draft/Pay Order or NEFT/RTGS**, payable to CREDA Raipur, while submitting the tender in the prescribed manner.

Bidders are requested to submit their suggestions, objections, or reservations, if any, in detail to avoid confusion and ensure clarity and transparency regarding the bid, either in writing or via email.

Any addendum, corrigendum, or amendment notice will be uploaded only on the CREDA website.

CREDA reserves the right to accept or reject any or all tenders, in full or in part, without assigning any reason.

Executive Engineer
Tender Cell (RE-IV)
H.O. CREDA, Raipur (C.G.)

CHECK LIST OF DOCUMENTS TO BE UPLOADED ON THE E-BIDDING PORTAL

To ensure that your Bid uploaded on the Chhattisgarh e-Procurement portal i.e. <https://eproc.cgstate.gov.in> is complete in all respects, please go through the following checklist & tick mark for the enclosures attached with your Bid –

S. No.	Envelope	Description	Attached	Not Attached
1	A. Pre Qualification	Earnest Money Deposit EMD + Tender Document Fee submission form of the bidder confirmed by CREDA.		
2		Scanned copy of Undertaking of the Bidder as mentioned on Page –9 of the tender document on the letter head of bidder. In case of consortium undertaking from each firm/organization owner is required.		
3		Copy of original tender document duly signed with stamp on each page, as a confirmation of acceptance of the Terms & Conditions (T&C).		
4		PAN, GSTIN issued in the name of the bidder.		
5		Self-certificate from Bidder on not being debarred from Government contract or a blacklisted company.		
6		Declaration of conflict of interest - by the bidder about any relatives working with CREDA and Affidavit (Annexure II) (Hard Copy to be submitted)		
7		Bidder must have a registered office in Chhattisgarh State. The office can be randomly inspected by CREDA Officers time to time.		
8		The bidder should be incorporated under the Companies Act 1956 or the Companies Act 2013.		
9		The bidder should possess ISO certification for Quality i.e. ISO 9001:2015.		
10		Copy of Original certificate for last three financial years Turnover i.e. 2021-22, 2022-23, & 2023-24 of work done in field.		
11		Copy of ITRs for last three financial Years i.e. 2021-22, 2022-23 & 2023-24 of the bidder.		
12		Original Net worth Certificate duly signed by Chartered Accountant as on 31 st March 2024.		
13	B. Technical Qualification	The bidder must have successfully completed a minimum of two (2) projects involving the development of Websites, Mobile Applications, or software for Government organizations or PSUs (GoI/Any State Government) within the last five (5) years. Proof of past work must be provided as per Annexure IV.		
14		The bidder should have at least one similar project either completed or currently under an Annual Maintenance Contract (AMC).		

15		The Bidder should declare that the team proposed for this project consists of qualified and experienced professionals, including project managers, software developers, and quality assurance specialists, with proven experience in delivering software development projects for government organizations/PSUs (GoI/any state Govt.). All necessary documents should be attached in support of this declaration.		
16		Submission of Details of New Cloud Server Infrastructure as per Annexure-I.		

Note:- Bidders shall have to also submit the original hard copies of the above mentioned documents.

(Sign & Seal of the Bidder)

DETAILS OF EMD AND TENDER DOCUMENT FEE

Name of A/c	CREDA
Bank & Branch Name	ICICI Bank, Pachpedi Naka, Raipur
Bank Account Number	134601000400
Branch IFSC Code	ICIC0001346

Bid No. and Date	
Name of the Bidder	
Bidder's Bank Account Details	
(i) Name of the bank	
(ii) Branch	
(iii) IFSC Code	
(iv) Account No.	
(v) Transaction reference number	EMD -; Tender Document Fee -
(vi) Date of transaction	EMD -; Tender Document Fee -
(vii) Tender Document Fee	Rs./- In Words (Rs.....)
(viii) EMD	Rs./- In Words (Rs.....)

(Sign & Seal of the bidder)

***NOTE –**

- The EMD and the Tender Document Fee shall have to be deposited as mentioned in the NIT in bank account (amount mentioned above) of CREDA. Bidder shall have to upload the transaction details as above or a scanned copy of the DD (if transaction is done through DD)**
- In case the transaction is done through DD, the original DD has to be submitted in envelope.**

UNDERTAKING OF THE BIDDER

(To be submitted on letter head)

I/We have carefully read and examined the Notice Inviting Bid, schedule, general rules, terms and conditions of the contract, special conditions, and other documents referred to in the bid document for the design and development of websites and mobile applications of CREDA, including the setup of cloud servers, acquisition of domains with SSL certification, and the operation and maintenance of software and servers, as per the defined scope of work.

I/We hereby tender my/our rates for the Design and development of Websites and Mobile applications of CREDA, including the Set up of New Cloud Server, New domain for Website(s) (including SSL Certificate), Operation and Maintenance of existing software and servers and other related services will be delivered under the Rate Fixation Contract for multiple projects, within the stipulated time, and in accordance with all aspects of the technical specifications, instructions, and applicable conditions.

I/We agree to keep the bid valid for **one hundred eighty (180) days** from the due date of submission and not to make any modifications in its terms and conditions.

A sum of **Rs. Fifty Thousand** is hereby forwarded as **Earnest Money** in the form of a **crossed Demand Draft/Pay Order/RTGS/NEFT**, payable to **CREDA at Raipur (C.G.)**. If I/We fail to commence services as ordered within the specified time or fail to fulfil any condition of the bid document, I/We agree that CREDA shall, without prejudice to any other right or remedy, be at liberty to forfeit the said Earnest Money absolutely.

The said Earnest Money shall be retained by CREDA for **one year from the date of handover of all data of the new cloud server and software and servers**.

Note: All data includes data files such as images, text, coding, database files, codebase files, server admin IDs/user IDs and their passwords, and domain access credentials for the website of CREDA.

The terms and conditions contained or referred to therein, and any deviations required by CREDA, shall be adhered to.

I/We hereby declare that I/We shall treat the bid documents, specifications, and other records connected with the work as secret/confidential and shall not communicate any information derived therefrom to any unauthorized person or use the information in any manner prejudicial to the safety of CREDA/Government.

I/We shall abide by all applicable laws and shall be responsible for making payments of all taxes, duties, levies, and other government dues to the appropriate authorities.

Our **GST Registration No.** _____
Our **PAN No. under the Income Tax Act** is _____.

I/We shall be responsible for the payment of respective taxes to the appropriate authorities. Should I/We fail to do so, I/We hereby authorize CREDA to recover the taxes due from us and deposit the same with the appropriate authorities upon their demand.

I/We declare that none of our relatives is employed at CREDA in any capacity, whether on a regular, contractual, or placement basis. I/We also confirm that I/We do not have any partnership/subcontract obligation with any employee working at CREDA, either directly or indirectly, and will not enter into such obligations in the future.

If any breach of this declaration is found, I/We shall be held responsible for debarment and any other action deemed necessary by CREDA.

Dated: _____ **Signature**
Place: _____ Name of Bidder with seal.....
Witness:
Signature:
Name:
Postal Address:

SECTION -1

1. INTRODUCTION

Chhattisgarh State Renewable Energy Development Agency (CREDA) was established on 25th May 2001 under the Department of Energy, Government of Chhattisgarh, to implement various schemes related to renewable energy sources and energy conservation activities. Major schemes such as solar rooftop (off-grid & grid-connected), the National Program on Biogas Development, solar thermal systems, and solar agriculture pumps are implemented by CREDA in the field of renewable energy.

The Government of Chhattisgarh has designated CREDA as the **State Designated Agency (SDA)** of the Bureau of Energy Efficiency (BEE), Ministry of Power, Government of India, to coordinate, regulate, and enforce the provisions of the Energy Conservation Act-2001 and implement schemes under this Act within the State of Chhattisgarh. Under this mandate, CREDA promotes and implements energy efficiency and conservation activities throughout the state. In support of BEE, CREDA has also implemented national programs such as PAT, ECBC, Demand Side Management, and Standards & Labelling in Chhattisgarh. Numerous state-level energy conservation activities are also carried out by CREDA in industries, agriculture, residential/commercial buildings, and educational institutions, among others.

CREDA has always played a key role in the innovation and promotion of renewable energy and energy-efficient technologies across all sectors of society.

This Expression of Interest (EoI) is invited from qualified firms for the Design and development of websites and mobile applications for CREDA. The scope of work includes Design and Development of Websites and Mobile Applications, Set up of New Cloud Server, New domain for Website(s) (including SSL Certificate), Operation & Maintenance of existing Software and Servers and other related services in this Rate fixation Contract. The selected firm will ensure seamless operations, security, and compliance of cloud-based services, along with related tasks, under a Rate Fixation Contract for multiple projects.

2. DEFINITIONS

In the “**Bid/Tender**”, as defined herein, where the context so admits, the following words and expressions shall have the meanings ascribed below:

“**Bidder/Tenderer**” shall mean the bidding company submitting the bid. Any reference to the bidder includes the bidding company, including its successors, executors, and permitted assignees, jointly and severally, as the context may require.

Proposals are hereby invited from reputed organizations/firms possessing proven practical experience in all stages of developing **websites and mobile applications, managing** and handling server technology, and with prior experience in the maintenance, management, editing, and development of websites and mobile applications.

(A) “**BIS**” shall mean specifications of Bureau of Indian Standards (BIS);

(B) “**Bid/Tender**” shall mean the Techno Commercial and the Price/Financial Bid submitted by the Bidder along with all documents/credentials/attachments, formats, etc., in response to this Bid Document, in accordance with the terms and conditions hereof.

(C) “**Bidding Company**” shall refer to such company / firm / partnership/ trust that has submitted the Bid in accordance with the provisions of this Bid;

(D) “**Bid Deadline**” shall mean the last date and time for submission of Bid in response to this Bid as specified in Bid Information Sheet and as specified in this Bid document including all amendments thereof;

- (E). “Bid Document” shall mean all Definitions, Sections, Data Coding Formats & Annexure etc. as provided in this bid including all the terms and conditions hereof.
- (F). “Chartered Accountant” shall mean a person practicing in India or a firm where all the partners are practicing in India Chartered Accountant(s) within the meaning of the Chartered Accountants Act, 1949.
- (G). “CoA” means Council of Architecture, Ministry of Education, Govt. of India.
- (H). “Competent Authority” shall mean Chief Executive Officer (CEO) himself and/or a person or group of persons nominated by the CEO, CREDA for the mentioned purpose herein.
- (I). "Company" means a body incorporated in India under the Companies Act, 1956.
- (J). "Consultant" means a legally established professional consulting firm or organization that may provide or provides services to the Employer under the Contract.
- (K). "Contract" means the agreement entered into between the Employer and the Firm/Consultant Firm/Successful bidder, as recorded in the Contract Form signed by the parties, including all the attachments and appendices thereto and all documents incorporated by reference therein.
- (L). "Contract Price" shall mean the amount finalized in accordance with the prices accepted in Bid as payable to the Consultant/ Consultant Firm/ Successful bidder for full and proper performance of its contractual obligations.
- (M). "Completion of Work" means that the Project/Works have been completed operationally and structurally, and compliance with the Technical Specifications has been attained.
- (N). “Contract Document” shall mean collectively the Bid Document, Design requirements, Scope of work and Annexures, agreed variations, if any, and such other documents consisting the bid and acceptance thereof.
- (O). “CREDA” means Chhattisgarh State Renewable Energy Development Agency (CREDA).
- (P). “CV” means Curriculum Vitae.
- (Q). “Day” means calendar day.
- (R). “EMD” Earnest Money Deposit shall mean the unconditional and irrevocable online payment to be submitted along with the Bid by the Bidder;
- (S). “Employer” shall mean Chhattisgarh State Renewable Energy Development Agency (CREDA)
- (T). “Effective Date” means the date from which the Time for Completion shall be determined;
- (U). “GCC” means the General Conditions of Contract contained in this section;
- (V). “IFB” Shall mean Information for Bidder.
- (W). “Key Expert(s)” means an individual professional whose skills, qualifications, knowledge and experience are critical to the performance of the Services under the Contract and whose CV is taken into account in the technical evaluation of the Consultant’s proposal.
- (X). “MNRE” shall mean Ministry of New and Renewable Energy.
- (Y). “NIT” Shall means Notice Inviting Tender
- (Z). “Price/Financial Bid” shall mean separate Envelope, containing the Bidder’s Quoted Price as per the format prescribed in Section-IV (Technical & Special Conditions of Contract) of this BID.
- (AA). “Qualified Bidder” shall mean the Bidder(s) who, after evaluation of their Techno Commercial Bid as per Eligibility Criteria set forth in Section III: Technical & Special Conditions of Contract of this BID stand qualified for opening and evaluation of their Price/Financial Bid.
- (BB). "SDA" shall mean the State Designated Agency.
- (CC). “Statutory Auditor” shall mean the auditor of a Company appointed under the provisions of the Companies Act, 1956 or under the provisions of any other applicable governing law;
- (DD). “SNA” shall mean State Nodal Agency.

- (EE). “Successful Bidder(s)” shall mean the Bidder(s) selected by Employer pursuant to this Bid i.e., on whom award is made.
- (FF). "Time for Completion" means the period within which the Completion of the Project/Works is to be achieved, as specified in the respective Purchase Order (PO), Letter of Award (LoA), or relevant provisions of the contract.
- (GG). “Tender Document Cost (TDC)” is the amount charged for tender form payable at Technical Assessment stage of the bid.
- “The Project” means the proposed Design and Development of Websites and Mobile Applications, Set up of New Cloud Server, New domain for Website(s) (including SSL Certificate), Operation & Maintenance of existing Software and Servers of CREDA and other related services.

3. ELIGIBILITY CRITERIA

1. Technical Requirements:

1. The bidder must have successfully completed a **minimum of two (2) projects** involving the development of **Websites, Mobile Applications, or software** for **Government organizations or PSUs (GoI/Any State Government)** within the last **five (5) years**. Proof of past work must be provided as per **Annexure IV**.
2. The bidder should have at least one similar project, either completed or currently under an **Annual Maintenance Contract (AMC)** within the last five years, with proof of past executed work provided.
3. The Bidder should declare that the team proposed for this project consists of qualified and experienced professionals, including project managers, software developers, and quality assurance specialists, with proven experience in delivering software development projects for government organizations/PSUs (GoI/any state Govt.). All necessary documents should be attached in support of this declaration.
4. The bidder must submit details of the **New Cloud Server Infrastructure** as per **Annexure I**.
5. The bidder needs to submit documents to support their experience, such as performance certificates or copies of contracts. Proof of past work must be provided as per Annexure IV.

Financial Requirements:

1. Earnest Money Deposit (EMD) and Tender Document Fee submission form of the bidder confirmed by CREDA.
2. Scanned copy of Undertaking of the Bidder as mentioned on Page 9 of the tender document on the letterhead of the bidder. In the case of a consortium, an undertaking from each firm/organization owner is required.
3. Copy of the original tender document duly signed with a stamp on each page, as a confirmation of acceptance of the Terms & Conditions (T&C).
4. PAN and GSTIN issued in the name of the bidder.
5. Self-certificate from the bidder confirming they are not debarred from Government contracts or a blacklisted company.
6. Declaration of conflict of interest by the bidder about any relatives working with CREDA and Affidavit (Annexure II) (hard copy to be submitted).
7. The bidder must have a registered office in Chhattisgarh State. The office can be randomly inspected by CREDA officers from time to time.
8. The bidder should be incorporated under the Companies Act 1956 or the Companies Act 2013.
9. The bidder should have a minimum average annual turnover of ₹1 Crore or more during the last

three financial years, i.e., 2021-22, 2022-23, and 2023-24, and shall have a positive net worth as of 31-03-2024. Certified copies of annual returns and audited balance sheets submitted to the Registrar of Companies/Income Tax Authorities should be enclosed. For the preceding years, an original summarized sheet of turnover certified by a registered Chartered Accountant with a UDI number must be included.

- 10.** The above-mentioned turnover can be the individual or combined turnover of the associated firms. The bidder should have the necessary statutory compliances in place with a minimum of five years of continuous operation up to the date of publication of this tender document.
- 11.** Copies of ITRs for the last three financial years, i.e., 2021-22, 2022-23, and 2023-24, should be submitted.
- 12.** An original Net Worth Certificate duly signed by a Chartered Accountant as of 31st March 2024 must be provided.
- 13.** The bidder should possess ISO 9001:2015 certification for Quality Management.
- 14.** The bidder should have developed at least one software project valued at over ₹50 Lakhs.
- 15.** Bidders who are debarred from business by any Government/Government Agency in any state would not be eligible to participate in this bid. A self-declaration should be submitted by the bidder to this effect, failing which the bid shall be rejected.
- 16.** Even though the bidders meet the above qualifying criteria, they are subject to disqualification if they have:
 - a. Made misleading or false representations in the forms, statements, affidavits, and attachments submitted in proof of the qualification requirements.
 - b. A record of poor performance, such as abandoning the works, not properly completing the contract, inordinate delays in completion, litigation history, or financial failures, etc.
 - c. Participated in the previous bidding for the same work and quoted unreasonably high or low bid prices without furnishing rational justification for it to CREDA.

4. APPLICATION FORM

The bidder has to fill the following details duly signed & sealed in this form.

S.No.	Name of the firm/Agency	
1	Official Address of the Firm/Agency	
2	Name of authorized signatory (In block letters) for the firm/agency	
3	Telephone Numbers of the Firm/agency	
4	E-mail address	
5	GST no. (Attached self-attested copy of the certificate)	
6	Firm registration certificate No. (Attached self-attested copy of the certificate)	
7	PAN No. (Attached self-attested copy of the certificate)	

Place:

Authorized Signature

Date:

Name in Full

Designation

Firm Seal

Annexure-“I”

A. Submission of Details for New Cloud Server Infrastructure and Technical Work Experience:

1	Name of Firm:-	
2	Name of Cloud Service Provider:-	
3	Specifications of Cloud Server System (a) Type of Processor (CPU):- Cores:- (b)Memory (RAM):- Capacity:- (c) Storage :- Capacity:- Type:-	
4	Network Interface: Network Bandwidth :-	
5	Other Details of Cloud Server(Optional):-	

SECTION II

SCOPE OF WORK –Design and Development of Websites and Mobile Applications, Set up of a New Cloud Server, New Domain for Website(s) (including SSL Certificate), Operation & Maintenance of existing Software and Servers of CREDA, and other related services.

Service Provider’s Scope of work

Design and Development of a Fully Functional Website and Mobile Application & Setup of New Cloud Web Server

- Develop a comprehensive Website(s) and Mobile application(s) to meet the specific needs of CREDA.
- Design and Development: Create a responsive Website(s) and Mobile Applications with front-end and back-end integration, including API functionality and testing.
- Design a user-friendly, responsive, and accessible Website and Mobile application, optimized for both desktop and mobile devices.
- Develop a Content Management System (CMS) for Website and Mobile Application to manage content related to the projects of CREDA including project details, reports, and contact information etc.
- Integrate data, photos, videos, and other media related to the project, ensuring content is regularly updated.
- Setup of New Cloud Web Server: Configure and set up a new cloud web server to store, manage, and deploy data for the website(s) and application(s). Ensure the server is capable of supporting the website and application performance and scalability.
- Software Configuration: The successful firm will be responsible for configuring necessary software and services required to run the website(s) and application(s).
- Use of Latest Web Server Technology: Implement the latest version of web server software to ensure optimal performance and security.
- Server Security Measures: Configure and implement timely security measures for the server as per latest GoI guidelines on Cyber Security. Conduct a complete security audit periodically, especially after major configuration changes, and address any vulnerabilities discovered.
- Server Monitoring and Maintenance: Continuously monitor server performance to ensure optimal functioning. Regularly update software and apply security patches. Troubleshoot and resolve any server-related issues as they arise.
- Website and Application Data Backup and Recovery: Implement regular backup and data recovery procedures (weekly/monthly) to safeguard website and application data. Provide data promptly upon request from the responsible CREDA authority.
- Server Security Audits: Periodically inspect web server directories for malicious files such as web shells and remove them. Maintain logs of web server activity to detect any abnormal requests or traffic.
- Network and Security Vendor Coordination: Maintain a list of contacts for ISPs, vendors of network, and security devices. Reach out to them as needed for support or troubleshooting.
- Scalability: Ensure that the infrastructure provided has the capability to scale as needed in the future to accommodate potential growth or changes required by CREDA.
- Provide ongoing support in performance optimization, security updates, bug fixes, and regular backups.

Purchase and Registration of Website Domain and SSL Certificate for the Website of CREDA

- Purchase and Registration of Website Domain: Procure and register a website domain name for the website of CREDA for a contract period of 1 year. Coordinate with the domain registrar for renewal/registration and ensure a seamless transition without downtime or service interruptions.

- **Domain Renewal Documentation:** Provide documentation confirming successful renewal or registration of the domain for the website of CREDA, along with the expiration date.
- **Purchase and Registration of SSL Certificate:** Secure and register an SSL certificate for the website of CREDA to ensure secure data transmission. Implement the SSL certificate on the web server and upgrade to the latest SSL/TLS protocols.
- **Security Audits and Updates:** Perform a comprehensive security audit to identify any vulnerabilities in the SSL configuration for the website of CREDA and address them. Ensure that SSL standards are up-to-date for maximum encryption strength.
- **SSL Documentation and Reporting:** Provide detailed documentation for all SSL-related activities for the website of CREDA, including the certificate's validity, encryption strength, and any enhancements made during the renewal process.

Backup & Contingency Plan

- **Backup Strategy Implementation:** Implement a robust backup strategy for website data, configurations, and all relevant systems before initiating any renewal process. Ensure that all backups are securely stored and easily retrievable.
- **Contingency Plan:** Develop a contingency plan to address unforeseen issues during the renewal process and minimize downtime. The plan should include detailed steps for handling unexpected disruptions to ensure continuity of services.

Communication Support

- **Ongoing Communication:** Maintain open and transparent communication with CREDA officials throughout the renewal process, providing timely updates on progress and potential risks.
- **Support for Data Security, Domain Renewal, and SSL Certificate:** Provide ongoing support to CREDA officials for any issues or inquiries related to data security, domain renewal, and SSL certificate management. Ensure that all queries are addressed promptly to maintain the integrity of the process.

Submission Requirements:

For the above purpose, the bidder is required to submit all Technical and Financial Work Experience details as outlined in Section – I (Technical Eligibility Criteria), Annexure – I and Annexure – IV.

Staff Deployment by CREDA:

CREDA will deploy one staff member to monitor the performance of the Successful Firm during the contract period. This staff member will guide the bidder in performing necessary tasks and implementing instructions as directed by CREDA officials.

Successful Firm's Obligations:

- The Successful Firm will be responsible for managing the Website, Mobile Applications, software's and server and will be held accountable for any mismanagement or violations.
- The Successful Firm shall address all regulatory matters with relevant government bodies, such as DoT, CERT-In, etc.
- The Successful Firm must provide all account details (including usernames, passwords, Domain Authorization Code, and SSL Certificate credentials) to CREDA officials upon request.
- CREDA reserves the right to evaluate and verify these details as necessary.
- The Successful Firm's execution team will coordinate with CREDA on all activities related to official data backup, server management, server security, and website domain of CREDA.
- The Successful Firm must share the Domain Authorization Code, Server ID, Password, and transfer all official website-related account details and data backups whenever requested by the responsible CREDA officials.
- The Successful Firm is responsible for safeguarding all CREDA official data and improving the website's search engine ranking by implementing a valid SSL Certificate with warranty.

Standard of Performance: The Service Provider shall operate the server and provide services efficiently, adhering to the highest standards. The performance will be evaluated based on the following parameters:

- **Use of the Latest Versions:** The Service Provider must ensure the use of the latest versions of the web server and database server.
- **No Server Downtime:** The Service Provider must ensure that server services are available without breakdown throughout the contract period.
- **Timely Reporting:** The Service Provider must generate required reports in a timely manner and submit them to the concerned CREDA official as per the specified schedule.
- **Backup Support:** A well-trained backup agent must be available to manage increased workload or in case the primary service provider is absent.
- **Data Backup and Security:** Proper backup of official website data of CREDA must be maintained. The Service Provider is responsible for ensuring the necessary data security by maintaining a valid SSL Certificate license for the website.
- **No Domain Link Failures:** The Service Provider must ensure no link failures of the domain service throughout the contract period.

Confidentiality:

Confidential information refers to all data, documents, papers, databases, correspondence, and any other information related to CREDA, its business, operations, and other associated matters.

The Service Provider shall maintain the confidentiality of all information and shall not disclose, share, or use it for any purpose other than the services provided under this contract, without the prior written consent of CREDA. Any breach of confidentiality will be subject to appropriate action.

Monitoring and Reporting:

The Service Provider shall:

1. Notify the designated CREDA official of any difficulties or issues encountered in the functioning of the website, website server hosting, or any matters related to the domain and SSL certificate.
2. Submit a Management Information System (MIS) report detailing the amount of data consumed, and provide server configuration details upon request by CREDA officials.
3. Provide all website data backups whenever requested by the responsible CREDA officials.

Maintenance of Facilities and Personnel:

The Service Provider shall perform all necessary work using its own facilities and personnel. It is the Service Provider’s responsibility to ensure that sufficient resources are available to complete all tasks as outlined in the contract.

Section-III

Criteria for Evaluation:

SELECTION PROCESS (TECHNICAL EVALUATION)

The bid documents submitted by bidders will be reviewed and evaluated by the tender committee of CREDA. The evaluation process by the technical committee will focus on:

- Technical capability and experience of the firm.
- Cost-effectiveness of the proposal.
- Support and maintenance capabilities.
- Eligibility of the bidder.

Note:- Bidders must not be startups, new entrepreneurs, or joint ventures. Only established firms with a proven track record will be considered eligible.

SECTION -IV

1. GENERAL CONDITIONS OF CONTRACT

- A. The eligible bidder shall not assign or transfer the work orders issued, in full or in part, to any third party or consultant, as per the terms of this contract.
- B. Bidders will have to submit experience certificates containing complete details from the concerned state/central agencies/departments, issued by the competent authority, duly sealed and signed, along with the bid document. At the time of the opening of the technical bid, bidders shall present certified copies of the original certificates as mentioned above.

2. TENDER DOCUMENT COST AND EARNEST MONEY DEPOSIT

- A. The bidder should submit the tender document cost and earnest money in the form of Demand Draft/ Pay Order or RTGS/NEFT as mentioned in the BID DOCUMENT No. 162142/CREDA/Domain & Cloud/2024-25, Dated-29-11-2024.
- B. Tender document cost and EMD submitted in any other form (e.g., Cash, Bank Guarantee, FDR, TDR, etc.) shall not be accepted.

3. SUBMISSION OF TENDER DOCUMENTS

- a. All the documents should be submitted online and offline as per the items mentioned in the checklist on pages 06 and 07 in this bid.
- b. Bidders are also advised to make themselves fully aware of the bid submission mechanism to avoid last-minute hassles and doubts during the bid submission.
- c. Documents should be submitted in the prescribed manner in envelopes as follows:
 - **Main Envelope:** The main envelope must enclose all relevant documents, with the bidder's name, address, and status of the firm clearly mentioned on the envelope. The tender name and number should be mentioned at the top of the envelope. The main envelope should contain two sub-envelopes, A and B, which should contain the respective documents as mentioned in the table on pages 06 and 07.

4. GST & PAN

The bidder shall submit copies of the GST registration number and PAN issued by the appropriate authority.

5. THE BID

- 1. All related documents must be submitted to CREDA from 29-11-2024, 05:00 PM onward, until 19-12-2024, up to 05:00 PM.
- 2. The timeline for submission of the online bid and all related documents is 21 days from the date of issue of the notice inviting e-Bid.
- 3. Nobody is authorized to receive or grant receipt for bids delivered on behalf of CREDA. Bids received through any other means shall not be considered and will be rejected.

6. ANALYSIS OF RATE

Bidders should quote their rates considering all other factors in the price bid while keeping the quantum and quality of work in mind. The L1 party will be evaluated based on the cumulative rates of the last columns of the entire tables in Price/Financial Bid present in Section -IV.

7. VALIDITY

Full descriptive particulars and complete specifications should accompany the offer. Offers should remain open for acceptance for at least 180 days from the date of opening. After the finalization of this bid, the approved rates shall be valid for two years from the date of award/contract; however, CREDA shall have the liberty to extend or decrease this validity if needed.

8. TERMS & CONDITIONS

- a. The terms, conditions, and specifications mentioned in the bid document shall be binding on the bidders, and no condition or stipulation contrary to the conditions shall be acceptable. It may please be noted that bids from bidders who do not accept the terms and conditions stipulated in this bid document shall be liable to be rejected outright without assigning any reason whatsoever.
- b. Each page of the bid document and enclosures shall be signed by the bidder, and the seal must be affixed. All the pages of the documents issued must be submitted along with the technical offer. In case of any corrections or alterations in the bid, the bidder should attest to the same; otherwise, the bids may not be considered.
- c. **Bidders are instructed to submit their bids in a properly arranged manner (with an index, proper paging, and flags on important documents). Incomplete, loose, conditional, or improperly arranged bids will not be accepted.**

9. CREDA RESERVES THE RIGHT

- d. To reject or accept any or all bids, fully or partly, without assigning any reason on the grounds considered advantageous to CREDA, whether it is the lowest bid or not.
- e. CREDA may enter into an agreement with the eligible bidder who gives consent to CREDA and may allocate work to them.
- f. All cloud server-related configuration complexities, software server updates, renewal of domains, and SSL certificates must be resolved/updated within a maximum turnaround time (TAT) of 24-48 hours from the time of request by responsible CREDA officials.
- g. In the event of non-performance of tasks, non-timely performance, or quality of work not up to the required standards, CREDA reserves the right to take necessary and appropriate action against the bidder, including cancelling the order of the successful bidder, ceasing the due amount payable, and forfeiting the EMD deposited.
- h. CREDA shall not be responsible for any damages, losses, or claims to any device deployed by the successful bidder in the course of performing the function/duties or for payment towards any compensation.
- i. If the successful bidder defaults, it will be at the sole discretion of CREDA either to re-tender the remaining tasks or allocate the balance tasks to a previously participating bidder after renegotiating the terms as per the remaining tasks.
- j. This contract will be valid for one year and may be extended further with the approval of the competent authority of CREDA, based on mutual agreement. The successful bidder shall not be entitled to make any claim for an extension of the contract tenure with CREDA.

10. COMMUNICATIONS

All communication between the bidder and CREDA shall be in writing. Notices sent by fax or other electronic means shall be effective upon confirmation of transmission. Notices sent by registered post or speed post shall be effective upon delivery or at the expiry of the normal delivery period as undertaken by the postal service.

11. PRE-BID QUERIES

- k. All suggestions, doubts, queries, requests, etc., must be submitted to CREDA in writing or via email to credatendercell@gmail.com on or before 05-12-2024, 05:00 PM. Any representations received after this date will not be considered.
- l. The purpose of pre-bid queries is to clarify any issues or questions related to the bid that may arise at that stage. Any amendments to the bid documents, resulting from the pre-bid queries, will be considered part of the original bid document and will be communicated through a corrigendum on the CREDA website at www.creda.co.in.

12. TECHNICAL CRITERIA

The tender documents, including the document fee, duly sealed and signed tender documents, and all other required documents, must be submitted online on or before 19-12-2024, by 05:00 PM. Hard copies must also be submitted (mandatory) to the CREDA Head Office, VIP Road, Near Energy Park, Raipur (C.G.). The tender should be addressed to the Executive Engineer (RE-IV), CREDA, Head Office, Near Energy Park, VIP Road, Raipur, Chhattisgarh. Any tender documents received through other means, such as speed post or courier, will only be accepted if received within the scheduled time. Tender documents cannot be accepted after the last date of submission.

13. FORFEITURE OF EARNEST MONEY DEPOSIT

It should be clearly understood that if a shortlisted bidder fails to execute the assigned work within the stipulated timeline or fails to enter into the agreement in the prescribed format under any CREDA scheme within the prescribed time, despite being communicated within the validity period of the offer, the full amount of earnest money will be forfeited. Additionally, the bidder will be debarred from future business with CREDA, including participation in future bids, for up to three years. Decision of CREDA in this regard will be final and binding on the bidders.

14. CONDITION FOR SUBMISSION OF DOCUMENTS

- a. The intended bidder must not be blacklisted or debarred by any Central/State Government Organizations or Departments, PSUs, or JVs.
- b. Documentary evidence to meet the eligibility criteria must be submitted mandatorily.
- c. The intended bidder must have valid GST registration, PAN, and other required certifications as mentioned in this tender document.
- d. The bidder should have a sufficient number of technical and administrative employees required for the proper execution of the contract.
- e. In case of any dispute referred to the CEO, the decision of the CEO, CREDA, will be final and binding on the agency/firm.
- f. All information requested in the enclosed forms must be provided in the relevant columns. If for any reason, information is provided on a separate sheet, this must be clearly indicated in the relevant column. If no information is to be provided in a column, "Nil" or "No such case" should be entered. If any particulars/query are not applicable to the bidder, it should be marked as "Not Applicable". Bidders who do not provide complete information or provide incorrect or unclear information, or alter the prescribed forms, may be disqualified. Bids submitted by telegram or telex, or those received late, will not be entertained.
- g. The authorized signatory of the bidder shall sign each page of the tender document and enclosures.
- h. Overwriting should be avoided. Any corrections must be made by neatly crossing out, initialing, dating, and rewriting. All pages of the pre-qualification document must be numbered. Additional sheets, if any, added by the bidder, must also be numbered and submitted as a bound volume with a signed letter of transmittal.

- i. The bidder may provide any additional information they deem necessary to establish their capabilities to successfully complete the work. However, they are advised not to include superfluous or irrelevant information. No additional information will be accepted after submission of the pre-qualification and technical documents unless specifically requested by the Employer.
- j. Any information provided by the bidder that is found to be incorrect, either immediately or later, will result in the bidder being liable for debarment from future tenders with CREDA.

15. ORGANIZATIONAL INFORMATION

The bidder is required to submit the following information regarding their organization:

- a. Name, postal address, telephone and telex numbers, email ID, and other relevant contact details.
- b. Certified copies of original documents defining the legal status, place of registration, and principal places of business.
- c. Information on any litigation the bidder has been involved in during the last three years, including any ongoing litigation.
- d. Authorization for the employer to seek detailed references regarding the bidder.
- e. Number of technical and administrative employees in the parent company, subsidiary company, and their respective roles in this project.

16. AWARD CRITERIA

CREDA reserves the right, without being liable for any damages or obligations to inform the bidder, to:

- a. Amend the scope and value of the contract as necessary.
- b. Reject any or all of the applications without assigning any reason.

17. ALLOCATION OF WORK

- a. Only the lowest bidder (L1) & second lowest Bidder (L2) shall be considered for allocation of works.
- b. The allocation of work will be given to the lowest bidder (L1) on priority.
- c. CREDA may negotiate on the L1 rates quoted by the bidder, if the rates found to be on the higher side.
- d. CREDA reserves all rights for allocation of works and the decision of CEO CREDA shall be final and binding.

18. TERMS OF PAYMENT

Payment will be made after the successful implementation of the respective tasks assigned to the bidder as follows:

1. Design and Development of New Website & Mobile Application:

- **70%** of the payable amount will be paid after three months of satisfactory performance upon completion of the design, development, and deployment of the website & mobile application on the staging server.
- **10%** of the payable amount will be paid upon final delivery and go-live of the new website and mobile application.
- The remaining **20%** will be paid after the completion of the entire project.

2. Operation and Maintenance of the Website, Mobile Application, and Server of CREDA:

- Payment for the operation and maintenance will be made **100% but** on a quarterly basis, subject to the bidder's request and satisfactory performance during the period.

- 3. Purchase, Setup of New Cloud Server and Purchase/Renewal of New Domain (Including SSL Certificate): After successful completion and implementation of the task, 100 % percent of payment shall be made against Purchase and Setup of New Cloud Server and Purchase/Renewal of New Domain (Including SSL Certificate).**

19. JURISDICTION OF THE COURT

Any dispute arising out of this contract shall be subject to the jurisdiction of the Hon'ble High Court of Chhattisgarh.

20. BID REJECTION –

If financial bid of a bidder has been opened on the basis of technical bid of a bidder, which has been determined to be substantially responsive to the bidding document but if in latter stage it is found that bidder does not meet the eligibility criteria or the technical bid is found substantially non-responsive, CREDA reserves rights to reject such bid of a bidder at any stage. We (on behalf of Bidder) have read all the above stated details & accept to comply with it in total.

21. RELEASE OF EMD

The bidders can request for withdrawal of EMD amount after Successful completion of Validity of Tender.

PRICE/FINANCIAL BID

The Design and Development of Websites and Mobile Applications, Set up of a New Cloud Server, New Domain for Website(s) (including SSL Certificate), Operation & Maintenance of existing Software and Servers of CREDA, and other related services under Rate Fixation Contract as defined scope of work, charges as total amount in Rupees are being quoted as below.

I/We understand that my/our scope of work is to Design and Develop the Website and Mobile Application of CREDA, Set up a New Cloud Server, a New Domain for the Website(s) of CREDA (including SSL Certificate), Operation & Maintenance of existing Software and Servers of CREDA, and other related services under Rate Fixation Contract as defined in the scope of work.

(A). Price bid for Purchase and Set up of New Cloud Server in prescribed format:-

S.No	Name of Work	Unit	Rate (in Rs) (without GST)
1.	Purchase and Set up of New Cloud Server with 16 GB RAM & 50 GB Cloud space in Windows OS.	Per 50 GB/Year	
2.	Purchase and Set up of New Cloud Server with 16 GB RAM & 50 GB Cloud space in Linux OS.	Per 50 GB/Year	
3.	Extension of Cloud Server with 16 GB RAM & 50 GB Cloud space in Windows OS.	Per 50 GB/Year	
4.	Extension of Cloud Server with 16 GB RAM & 50 GB Cloud space in Linux OS.	Per 50 GB/Year	

(B). Price Bid for Purchase and Setup of New Domain (including SSL Certificate) for the website(s) of CREDA in the prescribed format:

S.No	Purchase/renewal (per year) of Domain for Website in .in, .com, co.in domain's including of SSL Certificate for Website:	Unit	Rate (in Rs) (without GST)
1.	.in	Per Unit	
2.	.com	Per Unit	
3.	co.in	Per Unit	

(C). Price Bid for Development of Website in prescribed format:

S.No	Name of Work	Unit	Rate in Rs/- (without GST)
1.	Design, Development, Testing and Final Deployment of required Features along with all necessary functions and Application's for Website.	Per Project	
2	Addition of New Project within existing Web Application of CREDA	Per Project	

(D). Price Bid for Development of Mobile Application for different Programmes of CREDA in prescribed format:

S.No	Name of Work	Unit	Rate in Rs/- (without GST)
1.	Design, Development, Testing, and Final Deployment of Required Features in the New Mobile Application, along with the Addition of Necessary Functions and Application.	Per Project	
2	Addition of New Project within the Existing Mobile Application of CREDA.	Per Project	

(E). Price Bid for Operation and Maintenance of Website & Mobile Application of CREDA in the prescribed format:

S.No	Name of Work	Unit	Rate Per Year(in Rs) (without GST)
1.	Operation and Maintenance of Website & server of CREDA.	Per Project	
2.	Operation and Maintenance of Mobile Application & server of CREDA.	Per Project	

Note:

1. The GST shall be paid extra as per prevailing rate [GST notification no. 24/2018-Central Tax (Rate) dated 31.12.2018 & notification no. 8/2021-Central Tax (Rate) dated 30.09.2021]. The prices shall be filled exactly as per **Price Bid enclosed.**
2. Payment of GST according to GST prevailing rate applicable at the time of opening of bid, shall be applicable in addition to the base price.

Date.....

Signature of Bidder

Seal

ANNEXURE-II

FORMAT FOR THE AFFIDAVIT

(Declaration of conflict of Interest)

(Note: This affidavit should be on a non-judicial stamp paper of Rs. 100/- and shall be attested by Magistrate/Sub-Judge/ Notary Public)

I, _____ (Name of the bidder's authorized representative), son/daughter of _____, resident of _____ (full address), do hereby solemnly affirm and state as under:

I hereby certify that all the information furnished with the bid submitted in response to BID DOCUMENT No. 162142/CREDA /Domain & Cloud/2024-25, Dated-29.11.2024 issued by Chhattisgarh State Renewable Energy Development Agency (CREDA) (authority inviting e-EOI) for the Design and Development of the Website and Mobile Application, Setup of New Cloud Server, New Domain for the Website(s) of CREDA (including SSL Certificate), Operation & Maintenance of existing Software Servers, and other related services as defined in the scope of work (name and identification of work) are true and correct.

1. I hereby certify that I have been authorized by..... (Company name) to sign on their behalf, the bid mentioned in Sr.No.1 above.*
2. Information furnished in the bidding documents is correct in all respects to the best of my knowledge and belief.
3. The near relations, as per clause 30(a) in Section - 02, in CREDA, are not in employment of the firm/company. (Note:-By the term near relatives is meant Wife, Husband, Parents and Son, Brother, Sister, Brother-in-law, Father-in-law, Mother-in-law etc.) (if working mention the name/names)
.....
.....
4. The name of near relative (if any) as per Clause 31(b) who retired/removed within the last two years. (If None, clearly State None)
.....
.....
5. No near relative is working as Financial Accountant in the CREDA. (if working mention, the name)
.....
.....
6. No person is working in the company in any capacity, who are near relatives to any Officer in Chhattisgarh State Renewable Energy Development Agency (CREDA) (If working mention the name)
.....
.....

- 7. Our company/firm/ or otherwise is not under the clarification of ineligibility for corrupt and fraudulent practices by the Central Government, the State Government or any public undertaking, autonomous body, authority by whatever name called under the Central or the State Government as mention in clause 1(f) of tender document.

- 8. I hereby authorize the CREDA Officials to get all the documents verified from appropriate sources (s).

Deponent

Place:

Date:

* Not applicable if the bidder is an individual and is signing the bid on his own behalf.

Verification

I..... S/o.....do here by affirm that contents stated in Para 1 to 9 above and contents submitted in technical & Price bid are true to the best of my knowledge and believe and are based on my/our record.

Verified that this date of at (Place).....

Deponent

Annexure- III

AGREEMENT

This agreement is hereby made today the ----- day of ----- 2024 at CREDA, Raipur between M/s -----, a company/firm registered under the Companies Act, 1956 / Partnership Act / ----- Act, having its registered office at ----- India (hereinafter called as “-----”, the term which includes its successors, assigns and legal heirs), through ----- on one hand and Chhattisgarh State Renewable Energy Development Agency (CREDA) registered under Societies Act having its Registered office at Head Office, CREDA, Near Energy Education Park, VIP Road Raipur (C.G) hereinafter called as “CREDA” the term which includes its successors, assigns and legal heirs; through E.E (RE-IV), CREDA Raipur on the other hand on the following terms and conditions:-

Whereas, the “CREDA” intends to select & hire a firm for the Design and Development of Websites and Mobile Applications, Set up of New Cloud Server, New domain for Website(s) (including SSL Certificate), Operation & Maintenance of existing Software and Servers of CREDA and other related services under Rate Fixation Contract as defined in the scope of work hereinafter called as “Contract,” for as per BID DOCUMENT No. 162142/CREDA/Domain & Cloud/2024-25, Dated-29.11.2024. The “Party/Firm” had submitted their rates and agreed to supply/perform the “Contract” to CREDA on the rates appended here, as per the terms and conditions of the Tender already agreed upon, and,

1. Whereas, the “Party/Firm” is committed to provide on the rates already agreed upon, within the schedule mentioned in the Work/Supply orders that shall be issued from time to time and,
2. Whereas, it has been also agreed upon that during any disputes regarding interpretation of any of the clauses of this agreement, the decision of the “CEO, CREDA” shall be final and binding on both the parties,
3. Whereas, it is agreed upon that all the terms and conditions of the Tender and work/supply orders which have already been agreed upon shall form part of this agreement and,
4. Whereas, it has also been agreed that for any disputes arising, the jurisdiction shall be the Courts of Raipur, in witness whereof, both the parties thereto, put their signatures below:

Witness:

1-----

For and on behalf of CREDA

2-----

For and on behalf of Firm

Annexure-IV

PAST EXPERIENCE

From:

Bidder's Name & Address-

To,

The EE,

CREDA, HO, Raipur C.G

Sub-Performance/Past Experience.

Dear Sir,

We furnish here with the record of our performance and experience as follows-

S. NO.	Name of Company & Address	Order No. & Date	No. of Project Assigned	Total No. of Websites/Mobile Applications Developed	Value of Order
1					
2					
3					
4					
5					

PLACE

SIGNATURE OF BIDDER

DATE

NAME IN FULL

DESIGNATION/STATUS

FIRM/COMPANY SEAL

NOTE-Photocopy of the completion certificate received from other State Agencies/Govt. Undertakings etc. should be enclosed.

(EXPERIENCE CERTIFICATE ON THE OFFICIAL LETTER HEAD OF CONCERNED GOVERNMENT DEPARTMENT WITH SEAL AND SIGN BY AUTHORIZED SIGNATORY)

Ref. No.

Date.....

CERTIFICATE OF COMPLETION

This is to certify that Name of Bidder, Address of Registered Office has successfully completed the work of Design and Development of Website/ Mobile Application/Set up of New Cloud Server/Operation & Maintenance of Software and Servers of.....Nos. against various Sanction of Name of Agency at various locations in.....State, as per following details–

S NO.	Name of Company	Year & Scheme	Total No. of Websites/Mobile Applications Developed	Remarks
1				
2				
3				
4				
5				
		Total:-		

This workmanship and performance of the above mentioned works are found satisfactory and are in successful operation.

**Seal & Sign
(Authorised Signatory)**