

**Re-Designing /Up gradation of HP Power Transmission Corporation Website
with three (3) years of Operations and Maintenance.**

SCOPE OF WORK AND PRE-QUALIFYING CRITERIA

Scope of Work

Following tasks and deliverables are expected to be carried out/undertaken by the vendor for re-designing the website.

A) Design

Following encompass both upgradation and feature addition:

1. The consistent look and feel i.e. page layout has to be maintained throughout the website.
2. Color combination can become more appealing and in tune with International Standards.
3. The website should be responsive: website should be responsive on every web browser and on mobile/handheld device (iOS, android, windows).
4. The web-pages should be restructured according to the latest Industry Standards.
5. At this moment, the following existing modules are managed by Standard Administration Panel:
 - i) Home Page
 - ii) Circulars & Office Orders
 - iii) Latest Tender Upload/corrigendum/allied activities.
 - iv) Latest News
 - v) Latest Jobs
 - vi) RTI
 - vii) About Organization
 - viii) Photo Gallery
 - ix) Contact Details
 - x) Search
 - xi) Employee details
 - xii) Sitemap

These modules needs to be managed by Dynamic user friendly backend engine and needs to be upgraded as per the latest standards.

Some of them can be asked to manage by using Form Creation method, as may be decided.

6. **Employee Login** – Employee Login for each employee of HPPTCL wherein employees can login. Some pages of website should be visible through employee login only.
7. **Form Submission** – Website should have option where form can be created as per the need basis and information can be submitted which can be stored in the database.



8. **Search Engine** – There should be provision for better search engine for efficient search and retrieval of content. Unique page URL, Title, Meta description and Meta keyword adding for each page to make them search engine optimized.
9. **Multiple Formats:** It should support standards based open interfaces such as XML and HTTP as well as comprehensive HTML Administration interfaces. It shall support content in multiple formats such as Microsoft Office (Word, PowerPoint, and Excel), html, pdf, etc. It should enable users to restrict search to specific data types.
10. The upgradation of the existing website as per and Guidelines for Indian Government Website, as may be decided.

B) Development & Implementation:

- 1) For the easy management of enormous information on website HPPTCL wishes to employ **Content Management System (CMS)**. CMS used for easy management & monitoring of the information and
 - i) Allows publishing, editing, and modifying content as well as site maintenance from admin/Control panel. It provides a collection of procedures used to manage workflow in a collaborative environment.
 - ii) It will ensure that pre-defined approval process is implemented for accurate content in consistent format.
 - iii) Provides a Role based information management system (i.e., define roles to users or user groups to view, edit, publish, etc.);
 - iv) Creates a tree-structure for sections to manage the information of website in a hierarchy fashion and it allows the creation of unlimited number of web pages and sub-pages.
 - v) Facilitates storage and retrieval of data;
 - vi) Control data validity and compliance;
 - vii) Reduces duplicate inputs;
 - viii) Build on Latest Technologies like ASP 4.0/.NET and MySQL.
 - ix) Provision for Print Page option for webpages which will print only the required/necessary information on the webpages.
 - x) Data Migration from old website to new website.
 - xi) Latest security system implementation to deal with website hacking. The Portal shall also implement security features, such as password complexity, automatic blocking of user logins after given number of unsuccessful login attempts, controlled access to content stored on the portal and logging of security incidents.



C) Preferred Technology & Tools

- 1) Domain name and hosting space is not in scope and will be provided by HPPTCL.
- 2) Latest ASP 4.0 / .Net and MySQL Server
- 3) Web 2.0 associated enhancements:
 - i) AJAX should be used throughout the website for communicating with web server (retrieving or updating information) except for places where it is not at all possible to do so.
 - ii) Use of JavaScript libraries like JQuery or MooTools and high quality graphics to enhance website look & feel.
- 3) Use of Flash (in header or other places as may be decided) to give a subtle enhanced look. It should gracefully downgrade to HTML formatted content on browsers where Flash is disabled or not supported. There should be a provision for posting different images in places.

D) Compliance with International Standards & GIGW

Website should be developed in keeping with the Guidelines for Indian Government Websites formulated by National Informatics Centre (as enclosed). Some of the major features are as follows:

- 1) Multi-lingual versions (Hindi & English) of the sites must be in sync with each other.
- 2) As per the above mentioned standards, the website should have following features
 - i) Provision for choosing different font sizes so that senior citizens or people with near & far sightedness can easily access the website.
 - ii) Provision for choosing foreground or background color of website
 - iii) People with situational disability can also access the website through keyboard.
- 3) Well structure and proper tagging to make pages screen reader friendly.
- 4) The website should be accessible to all users irrespective of device in use, technology or ability. It should be built, with an aim, to provide maximum accessibility and usability to its visitor's. As a result, this website should be responsive on a variety of devices, such as web-enabled mobile devices, wap phones, and so on.
- 5) A "**Skip to content**" link must be provided at the top of the page. This helps the user to directly go to the main content of the each page bypassing the repetitive sections like page header, navigations etc.
- 6) The bidder will be responsible for the audit and removing all vulnerabilities of the security audit and other allied security measures to prevent defacement/hacking.



E) Technical Support & Maintenance:

- 1) Support and maintenance to be provided annually for Three years which includes bugs/issues/troubleshooting etc.
- 2) Backup system for a full website backup.
- 3) User manual for administrative users.
- 4) Training to IT personnel to carry out regular updations to website.
- 5) Setting up of the upgraded/redesigned website hosting servers.

4.0 Pre-Qualification Criteria

SNo	Criteria	Supporting Documents
1.	The bidder must have a legal identity	Self-certified copies of the company registration/Service Tax registration or GST Registration And a valid PAN are to be attached
2.	The bidder should not be blacklisted from any of the Govt. /Semi-Govt. Organizations/PSUs.	The bidder shall submit an undertaking in this regard.
3.	The bidder should have a Minimum 5 Years of experience in Web related software design, development and uploading and Maintenance.	Copy of Work Order/Contract Agreement or Certificate from Client are to be attached
4.	The bidder must have completed at least two Projects (at least one government) CMS based website from start to end i.e. from initial design to successful implementation and O&M live At least one government (Name and URL of running website to be given along with technologies used to build it)	Certificate from client along with the award letter showing amount and completion/satisfactory certificate.

The Financial Bids of the bidder who shall qualify above criteria shall only be considered for evaluation.

