



The West Bengal College Service Commission
6, Bhawani Dutta Lane, 4th Floor, Kolkata – 700 073

NOTICE INVITING QUOTATION

Sealed quotations are invited by the Secretary, West Bengal College Service Commission (WBCSC) for the undermentioned work from reputed IT Development and Processing firms

Nature of the Work: To enhance the existing WBCSC Website and build in more online and automatic processing including internal communications.

Functionalities would include

1. Redesigning the existing Online Applications system for SET.
2. Introducing an Online Applications System for all recruitment drives by WBCSC. The system should have the following basic features at the least.
 - The inputs supplied by the applicants in respect of their academic performance should be automatically converted into 'Scores' and added up.
 - We should be in a position to access (but not edit) the data.
3. Introducing a system wherein the Colleges/ Principals should have a log-in Password and should be able to send their inputs (for example, vacancy requisitions) on-line.
4. During the evaluation (interview) process, experts should be able to give inputs (marks) in respect of each candidate, which will be automatically transferred to the Commission's database, and averaged.

Time of Completion: Three (3) months from the date of issue of the Work Order

Last date of receiving quotations: Up to 4PM on 02.02.2012

Date and Time of opening of Quotations: After 4.30 PM on 02.02.2012

Terms and Conditions

- The work shall have to be carried out maintaining strict confidentiality.
- The IT Firm shall have vast experience in the task of website/web portal development in similar Government/Quasi-Government agencies /Local Bodies. Absence or inadequacy of such experience will render the bid as disqualified.
- The bid must contain all relevant certificates to prove qualification and experience. Each bid should consist of two separate and sealed envelopes – one containing the certificates of credentials/experience and the other containing the fee quotation, inclusive of all out of pocket expenses. The financial aspect will be taken into consideration only if the bidder is found to be technically eligible.
- Certificates/ documents on the following aspects need to be provided along with the application

- Capability statement including a profile of the organization covering relevant similar experience.
- List of clients for whom similar work has been done.
- Details about qualified staff.
- No time over-run shall normally be allowed.
- The project cannot be subcontracted.
- The WBCSC authority has the right to cancel the quotation any time without assigning any reason thereof.

Secretary

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