



Government of West Bengal
Office of the Chief Project Director
Project for Forest and Biodiversity Conservation
for Climate Change Response in West Bengal
Block LB-2, Sector III, Salt Lake City, Kolkata -700106
E-Mail ID- wbfbccr@gmail.com, Website- www.wbfbccr.in
Phone Number: 033 2335 2247

NIQ No. 03/WBFBCCCR of 2024-25 vide no. 792/WBFBCCCR/3-1(2)/24-25 dated.19.06.2024

Quotation for Website Hosting and Development for "West Bengal Forest and Biodiversity Conservation Society"

1. Sealed Quotations

Sealed quotations are invited from bonafide Web-Developer/IT Firm/Companies for providing professional service with regard to creation and design of New Web Site for West Bengal Forest and Biodiversity Conservation Society (WBFBCS).

2. Job Description

Sl. No.	Scope of Work
1.	Development of landing page for West Bengal Forest and Biodiversity Conservation Society (WBFBCS) and linking the same with already existing sites for WBFBCP and WB-FBCCCR
2.	Hiring of Domain for one year
3.	Security Certificate (SSL) for the said domain for one year as per existing rules and guidelines

3. Credentials to be submitted:

- i) Copy of GST Registration Certificate.
- ii) Copy of PAN Card.
- iii) Copy of Registration Certificate of Company/ Firm.
- iv) Credentials for similar works done during last 3 years have to be submitted.

4. The sealed offers should only be submitted along with a forwarding letter addressed to the undersigned in their own Letter Head of the Firm/Agency. Notice Inviting Quotation Number & Date must be written in bold on the sealed envelope and may be dropped in the quotation box in the office of the Chief Project Director, Project for Forest and Biodiversity Conservation for Climate Change Response in West Bengal, at LB-2, Sector- III, 2nd Floor, Salt Lake, West Bengal, Kolkata-700106 so as to reach this office on or before 28th June, 2024 within 04:00 PM after which Quotation will not be received/accepted.

5. The sealed quotation will be opened on 01st July, 2024 at 01:00 PM in the office chamber of the undersigned.

6. **Important Terms and Conditions:** Review of work and content correction may be done as and when necessary.

7. **Payment:** Payment will be made as per satisfactory completion of work.

8. In the exigency of circumstances necessitating postponement of the date of opening the Quotations, a fresh date and time of opening of the Quotations will be notified and displayed in the Notice Board of the office of the undersigned.
9. Canvassing in connection with the Quotation is strictly prohibited and Quotationer who resort to this, will render him liable to rejection.
10. The successful Quotationer should complete the service within the stipulated time, failing which the Quotation Inviting Authority may take necessary action as deemed fit.
11. If some of the intending Quotationers enter into partnership business they shall have to produce registered deed of partnership to the undersigned before opening the Quotations. Representatives of the companies, corporate bodies or individuals authorized to represent the said companies, corporate bodies or individuals in contractual and financial matters shall have to produce the original registered deeds of the Power of Attorney.
12. Income tax and other statutory deductions as applicable will be deducted from the bills as per norms.
13. Quotationer will remain solely responsible for any liability of labour/person in respect of work.
14. Terms and Conditions of Quotation Notice shall also form a part of the Agreement.

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19.06.24

(Shri Kumar Vimal, IFS)
Conservator of Forests and Additional Project Director
(Administration, Finance & Coordination)
WB-FBCCCR

No: 793/WBFBCCCR/3-1(2)/24-25

Date: 19.06.2024

Copy to Notice Board of the Office of:

1. The Principal Chief Conservator of Forests (HoFF), West Bengal.
2. The Chief Project Director, West Bengal Forest and Biodiversity Conservation Society.

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19.06.24

(Shri Kumar Vimal, IFS)
Conservator of Forests and Additional Project Director
(Administration, Finance & Coordination)
WB-FBCCCR