केन्द्रीय आयुर्वेदीय विज्ञान अनुसंधान परिषद्

CENTRAL COUNCIL FOR RESEARCH IN AYURVEDIC SCIENCES

F. No. 3-28/2014-CCRAS/Admn/Web.   Dated: 26/11/2014

Sub:- NIT for redevelopment & redesigning of CCRAS website as per Guidelines for Indian Govt. Website (GIGW) – reg.

Sealed Tenders in two bids system i.e Technical and Financial are invited from the firms/agencies/vendors/engaged/deals in making, developing and redesigning of websites in Govt. offices and who are empanelled vendors by NIC(National Informatics Centre) to redevelop and redesign the existing website of CCRAS (Hqrs) 61-65, Intl. Area, 'D' Block, Janakpuri, New Delhi.

2.   The agencies/firms having a turnover of above Rs. 50 lacs in each year during last 3 years may submit their lowest bids in two bids system (Technical and Financial) latest by 18-12-2014 upto 5.00 PM as per specifications and terms and conditions indicated below. The IT return of last 3 years may also be submitted. If any, clarification is required the bidders/agencies/vendors may contact I.T. Section (Phone No.011-28524972) in this Council.

3.   Sealed bids with EMD of Rs. 10,000/- by way of DD/Pay order in favour of DG, CCRAS (Hqrs) New Delhi may be submitted. Every page of Tender document should be signed and sealed by the firm agency/vendor.

4.   The bids will be opened on 19-12-2014 at 11.00 AM in the Committee Room No. 223 at the CCRAS (Hqrs) 61-65, Institutional Area, 'D' Block, Janakpuri, New Delhi-110058.

5.   The successful bidder shall be required to deposit refundable performance security of 5% of the bid amount in the form of Account Payee DD/Fixed Deposit receipt from any Commercial Bank/Bank Guarantee which should remain valid for a period of 60 days beyond the completion of contract obligation.

6.   The performance security shall be forfeited if the services/performance of the agency is not found satisfactory by the Council.

7.   The technical and financial bids duly sealed in two separate envelops may be submitted as per Annexure-I and Annexure-II.

(H.C.Kaushik)
Administrative Officer (A/R&V)

Scope of Work of CCRAS Website re-development:

1.0 INTRODUCTION

The Central Council for Research in Ayurvedic Sciences (CCRAS) is an autonomous body of the Department of AYUSH (Ayurveda, Yoga & Naturopathy, Unani, Siddha and Homeopathy), Ministry of Ayush, Government of India. It is an apex body in India for the formulation, co-ordination, development and promotion of research on scientific lines in Ayurveda and Sowa-Rigpa system of medicine. The site contains details about Ayurveda and Sowa-Rigpa systems. The activities, job opportunities and achievements of the Council in different aspects of these streams of traditional medicines are available here.

1.1 OVERVIEW

The Council has a website under the name of http://www.ccras.nic.in keeping in view of technological enhancements in web technology the Department needs to redesign its website so as to develop a dynamic database driven website with Web 2.0 features and web guidelines issued by the National Informatics Centre (NIC) and adopted by Department of Admin Reforms & Public Grievances. The newly developed website would also provide Role based management for routine updates by various departments within the CCRAS.

1.2 OBJECTIVES

CCRAS wants to re-develop a website with the following objectives:

- To enhance the overall look and feel of the website.
- Least site opening time.
- Clean and professional design.
- Website should reflect our organization indent.
- Search engine friendly website.
- Security of website.
- To develop role based access management system to provide secured, restricted access to different stake holders.

- To develop Bi-lingual Website with English & Hindi Version and to ensure that Hindi content is universally accessible by using Unicode compliant font.
- To make it easy to use for citizens by providing latest updates, important events on the home page itself and by providing within Site Search feature.
- Ensure compliance with Guidelines for Indian Government Websites (GIGW) and Web Content Accessibility Guidelines (WCAG 2.0).
- Role based *Content Management System* multi-administrative control with user defined workflow stages.
- To make the website accessible technology independent with Cross-Browser/Cross-Platform Compatibility.
- To restructure content of the website to make it disabled friendly so that the available information is easily accessible to people with disability.
- The content uploaded on the website would be completely isolated and would have restricted access. Only admin users with certain rights to add/edit/update the content would be able to manipulate the content they own.
- A Feedback management system shall facilitate collection of feedback from visitors to the site in the predefined form.
- Full Text Searching as well as custom search.
- Security Audit Clearance Certification from CERTIN empanelled Vendor.
- GIGW Compliance Certificate from STQC.
- The redesigned website shall have the web information/data as per the existing links of CCRAS website and shall also have additional links to cater to more information.
- Training to the department for routine update.
- One Year free Maintenance Support.

2.0 USABILITY FEATURES OF WEBSITE

Home page:
- Homepage should be attractive and well-constructed, so that it makes a good first impression to all who visit the site.
- Tag line should increase user's understanding of the site.

- Key topic areas should be presented in order of importance and are easy to scan.
- Up-to-date news stories should be focused on the homepage.
- Homepage should clearly communicate the site's purpose, and show all major options available on the Web site.
- The majority of the homepage should be visible 'above the fold,' and should contain a limited amount of prose text.
- Easy access to the homepage should be provided from every page in the site.

Page Layout:
- All items should be appropriately aligned on the pages and layout should be consistent on all the related pages.
- Limit the amount of white space (areas without text, graphics, etc.) on pages that are used for scanning and searching.
- The horizontal scroll bar should be strictly eliminated during the page design.
- Appropriate page layout should be designed to eliminate the need for users to scroll vertically on part of the page.
- Style & color scheme should be consistent across the site.
- Use a Responsive layout that automatically adjusts the page size to adjust for all size PC, Laptops, Mobile, and Tablets with varying resolution.

Navigation:
- A Web site's navigation scheme and features should allow users to find and access information effectively and efficiently.
- Navigation tabs should be located at the top of the page, and look like clickable versions of real-world tabs.
- The navigation elements should be clearly differentiated from each another and should be placed in a consistent way so that it can be easily located on each page.
- Site maps should be available with all the links of pages exists on the website and link for the site map should be clearly visible on the homepage.

Accessibility:
- The website should be accessible to handicap persons including:
    o Persons having low/ no hearing capability,
    o Persons having no vision, low vision capability, color blindness,

o Inability to use mouse.

Security:
- Enabling authentication for approvers/publishers/super administrators.
- Audit trail should be enabled on the website, so that the administrator can see the successful and unsuccessful logon, with time, IP attempts on the website.
- Free from OWASP Vulnerabilities.
- Password policy to be implemented for the administrator.
- CAPTCHA to be implemented to prevent password cracking tools.
- Session timeout will be implemented.
- Secure mechanism of changing the password in lost/forgotten scenario.
- SMS Gateway Integration.

Performance:
- Search Engine Optimization (SEO).
- Page Load Test.
- Browser Compatibility Test.

SCOPE OF WORK (MODULES)

- Home Page Development.
- Bilingual website management.
- Role Based Content Management System.
- Notices / Circulars.
- Latest Updates.
- Institute Management.
- Research Officers Profiles.
- Division and Section profiles.
- Micro site for each peripheral Unit of CCRAS.
- Publications.
- Photo Gallery / Video Gallery.
- Tenders.
- Organizational Setup (Organizational Chart).
- BOM (Board of Management).
- RAC (Research Advisory Committee)
- Governing Body.
- Former Director Generals List (Profiles).
- Standing Finance Committee.
- Scientific Advisory Board (Ayurved).
- Scientific Advisory Group (Ayurved)
- Grievance Committee.
- IPR-Cell.

- Women Cell Regional Stations.
- Training / Events Calendar.
- Patent & Commercialization Management.
- Research Activities Management.
- Recruitment Notices.
- Online Recruitment portal.
- Archive Management Module.
- Download Forms.
- Feedback / Suggestion Form.
- FAQ's Management.
- Contact Us: Form based Enquiry as well as Telephone numbers and other mode.
- How to reach: Google Map.
- Virtual Tour.
- Related links.
- Links validity Management.
- Other pages as the existing website.
  NB:- The above points may be curtailed / added.

CERTIFICATIONS & OTHER REQUIREMENTS

- Security Audit Clearance Certificate from CERT-IN empanelled vendor.
- GIGW Compliance Certificate from STQC.
- Training to department officials for use of CMS.
- One year free maintenance support.
- W3C web accessibility Validation.

3.0 TECHNOLOGY

The website needs to be developed any technology that is compatible with NIC Data centers. The newly developed website will be hosted at NIC data center.

4.0 PROJECT DELIVERABLES & SCHEDULE

- Requirement Specification Document.

- User Manual.

- Technical Documentation.
- Training.
- Project Plan.
- Periodic Status Reports.
- Web Security Check list.
- Guidelines compliant source code in CD.
- User Acceptance Testing.

<div align="right"><u>Annexure II</u></div>

<u>Financial Bid</u>

<div align="right">Sign of authorized person and seal of firm/ Agency</div>