

अध्यक्ष
न.र.का.स.(द. गोवा)
व
मुरगांव पत्तन प्राधिकरण



आईएसओ 9001-2015 तथा
आईएसपीएस अनुपालक पत्तन

CHAIRMAN
T.O.L.I.C.(S. GOA)
&
MORMUGAO PORT AUTHORITY



नगर राजभाषा कार्यान्वयन समिति, द. गोवा
TOWN OFFICIAL LANGUAGE IMPLEMENTATION COMMITTEE, SOUTH GOA

मुरगांव पत्तन प्राधिकरण / MORMUGAO PORT AUTHORITY
हेडलैण्ड सडा, मुरगांव गोवा / HEADLAND SADA, MORMUGAO GOA - 403 804.
फोन सं/Phone No. :0832-2521100 / 2521200, फॅक्स/Fax : 0832-2521105 / 2521125,
सदस्य सचिव/Member Secretary : : 0832-2594107 इमेल/Email : nilam.kenkre@mptgoa.gov.in

Ref.No. GAD/HS/TOLIC/8(7)/2024/00667

Date 01.03.2024

Subject : Limited Tender Enquiry for Designing & Layout of Hindi E-Magazine "Vasco Rashmi" and Coding of it into Flappable E-Book (HTML 5) including Integration with MPA Corporate Website

To

- i) Worth Advertising, Vasco
- ii) Shubhalaxmi Graphics, Panjim
- iii) Kalazone, Zuari nagar
- iv) Damodar Print Zone, Vasco.
- v) Kaustubh Arts, Vasco
- vi) Suraj.com Printers, Panjim
- vii) Impressions, Belgaum, Karnataka
- viii) Elegant Offset Printers Pvt. Ltd., Belgaum, Karnataka
- ix) Techno Mind Solutions, Belgaum, Karnataka

Dear Sir/Madam,

Sealed Bids are invited for preparing Design and Layout of the Hindi e-Magazine "Vasco Rashmi" using UNICODE fonts from the magazine material provided by Town Official Language Implementation Committee, South Goa in Microsoft Word/ JPG/BMP/TIFF Format and convert the same into flappable eBook Format (HTML 5) and integration of the e-book with MPA Corporate Website – <https://www.mptgoa.gov.in> as per the specification given at Annexure-I. You are requested to send your rates in a sealed cover super scribing the envelope "Quotation for Hindi e-Magazine" addressed to Mrs. Nilam Kenkre, Member Secretary (TOLIC, South Goa) & Hindi Officer(MPA), General Administration Department, Mormugao Port Authority, 3rd Floor, "SAARASI", Main Administrative Office Building, Headland Sada, Goa – 403 804.(Phone No.: 0832 – 2594107) latest by 15:00 hrs. on 19.03.2024. Bids will be opened on the same day at 15:30 hrs. in the office of Hindi Officer in the presence of interested bidders or their authorized representatives.

The terms & conditions and proforma for financial bid are enclosed as Annexure II, III & IV.

Yours faithfully,

(Nilam Kenkre)

Member Secretary (TOLIC, South Goa) (MPA)

Encl: As above.

Town Official Language Implementation Committee, South Goa
Mormugao Port Authority
General Administration Department
Headland Sada, Goa

ANNEXURE-I

SCOPE OF WORK

The Scope of this tender is to Prepare Design and Layout of the Hindi e-Magazine using UNICODE fonts from the magazine material provided by Town Official Language Implementation Committee, South Goa in Microsoft Word/ JPG/BMP/TIFF Format and convert/code the same into flappable eBook Format (HTML5) and integration of the e-book with MPA Corporate Website – <https://www.mptgoa.gov.in>. The scope of the work along with timelines for delivery are as follows.

1. The number of pages for e-Magazine will be 44 pages including Cover Pages; Magazine Size : A4.
2. Preparing the Design and Layout of Hindi Magazine using UNICODE fonts within ten days after submission of all magazine material by the Port.
3. Presenting the Hindi Magazine in Microsoft Word/JPG/BMP/TIFF Format for proof-reading and final approval.
4. Post approval of Magazine in PDF Format by Member Secretary(TOLIC, S. Goa) & HINDI Officer (MPA), the Vendor would be responsible for Conversion of Hindi Magazine into flappable e-book format and the job of integration with MPA Corporate Website "<https://www.mptgoa.gov.in>" within ten days from the date of approval of Magazine by the Port. Required HTML5 coding for flappable e-book and integration with MPA Corporate Website will be successful bidder's responsibility.
5. The Magazine in flappable e-book format should be intuitive, flexible, scalable, user friendly and mobile responsive and rigorous testing on all reading platforms must be done to ensure no outage on any account. Users can read the Hindi Magazine as flappable e-book and download the same in PDF Format. E-Book/Flipbook should be compatible and optimized for all major browsers.
6. RTL (Right-to-left) should be supported.
7. Resolution of errors/bugs (if any) in the functionality of the flipbook which would be hosted and integrated with MPA website.
8. Bidder shall comply with secure coding practice such as OWASP (Open Web Application Security Project Guidelines) while coding for e-Book/flipbook.
9. Digital Rights Management (DRM): All copyright reserved of the e-magazine will be held by Mormugao Port Authority including its source code.

**Name/Signature of the Proprietor/Partner
along with Seal of the Firm/Agency**

Town Official Language Implementation Committee, South Goa
Mormugao Port Authority
General Administration Department
Headland Sada, Goa

ANNEXURE-II

TERMS AND CONDITIONS

**LIMITED TENDER FOR DESIGNING & LAYOUT OF HINDI E-MAGAZINE "Vasco Rashmi" AS
FLAPPABLE E-BOOK INCLUDING INTEGRATION WITH MPA CORPORATE WEBSITE**

The Tenderer is bound by the following terms and conditions governing the Designing & Layout of Hindi E-Magazine "Vasco Rashmi" as Flappable E-Book including integration with MPA corporate website

- 1) All bidding must be submitted in a sealed envelope super-scribed as "Quotation for Designing, Layout, Coding/Conversion of Hindi e-Magazine – "Vasco Rashmi " as flappable e-book (HTML5) and integration with MPA Corporate Website" to Mrs. Nilam Kenkre, Member Secretary (TOLIC, S.GOA) & Hindi Officer(MPA), General Administration Department, Mormugao Port Authority, Headland, Sada, Goa 403 804 on 19.03.2024 before 03:00 pm and will be opened on the same day at 03.30 pm
- 2) The scope of work including specifications of the e-Magazine are specified in Annexure I.
- 3) The work to be commenced immediately on receipt of Work Order and to be completed as per timelines specified in Annexure I – Scope of Work. Any delay caused in completion of the work of Hindi e-Magazine/Flip Book beyond the specified date will entail deduction of 0.5 per week for delay, maximum being 5% of the total amount payable towards liquidated damages.
- 4) Material provided for e-book will be typed in M.S. word format (UNICODE fonts).
- 5) MPA takes no responsibility for delay, loss or non-receipt of quotation(s) after dispatch.
- 6) The quoted rates shall be valid for 60 days from the date of opening of the quotation. No escalation in price would be permitted on any grounds.
- 7) Quotation sent through fax or e-mail will not be considered.
- 8) Each page of the tender document is required to be signed by the authorized person or persons of the firm submitting the tender in token of his/their having acquainted himself/themselves with the General Conditions of the tender enquiry.
- 9) Any quotation received with any of the documents not so signed will be rejected.
- 10) You are required to submit your rates in **Annexure-III** of the tender document. The cost of aforesaid Hindi e-magazine/e-book "Vasco Rashmi" shall include designing, layout, proofing, HTML5 coding, integration with website etc.
- 11) All erasures and alterations made while filling the quotation must be attested by initials of the tenderer overwriting of figures is not permitted, failure to comply with either of these conditions will liable the quotation void. No advice of any change in rule or conditions after the opening of the tender will be entertained.
- 12) The financial Bid should be written both in words and figures at appropriate places.
- 13) The payment is normally made within 15 days from the date of submission of the bill after satisfactory completion of the work as per approved specifications duly accepted and certified by Member Secretary (TOLIC, S.GOA) & Hindi Officer(MPA).
- 14) In case of any dispute, jurisdiction will be State of Goa only.

**Name and Signature of the Proprietor/Partner
along with the Seal of the Firm/Agency**

Town Official Language Implementation Committee, South Goa
Mormugao Port Authority
General Administration Department
Headland Sada, Goa

ANNEXURE III

QUOTATION/PRICE BID

**LIMITED TENDER FOR DESIGNING & LAYOUT OF HINDI e-MAGAZINE "Vasco
Rashmi" AND CODING OF IT INTO FLAPPABLE e-book INCLUDING
INTEGRATION WITH MPA CORPORATE WEBSITE**

Sr. No.	Particulars	Total Price exclusive of GST (Amount In Rupees)	GST Amount (Amount in Rupees)	Total price inclusive of GST (3+4) (Amount in Rupees)
1	2	3	4	5
1	Designing & Layout of Hindi E-Magazine "Vasco Rashmi" and Coding of it into Flappable E-Book (HTML5) Including Integration With MPA Corporate Website as per Tender Specifications indicated in Annexure I and Terms & Conditions stipulated in Annexure II			

Total amount in words excl. of GST:

Total amount in words incl. of GST:

It is certified that the agency is neither black listed by any Government/Dept. nor any criminal case registered/pending against the agency/firm or its owner/partners anywhere in India. Further it is certified that I/we have read and understood the terms and conditions on the Tender Notice. I/We give an undertaking and give unconditional and unequivocal acceptance of all terms and conditions of the tender and agreed to abide by these terms and conditions.

Name/Signature of the Proprietor/Partner
the Seal of the Firm/Agency

Town Official Language Implementation Committee, South Goa
Mormugao Port Authority
General Administration Department
Headland Sada, Goa

ANNEXURE – IV

**LIMITED TENDER FOR DESIGNING & LAYOUT OF HINDI e-MAGAZINE "VASCO RASHMI"
AND CODING OF IT INTO FLAPPABLE e-book INCLUDING INTEGRATION WITH MPA
CORPORATE WEBSITE
PARTICULARS TO BE FURNISHED BY THE TENDERER**

1. Name of the Tendering Firm :

2. Address of the Tendering Firm :

3. Name of the Proprietor/Partner :

4. Telephone & Mobile Nos. of Contact Person : Telephone : _____ Mobile : _____
5. PAN of the Firm: (Enclose self attested copy)

6. GST Registration No. if any : (Enclose self attested copy)

7. Whether each page of tender enquiry has been signed & sealed : Yes / No

This is to certify that the above facts are true, complete and correct to the best of my/our knowledge and belief. It is also certified that the Agency is not black listed by any Government/ Department and nor any criminal case is registered/pending against the Agency/Firm or its owner/partners anywhere in India.

Further, it is certified that I/We have read and understood the terms and conditions of the Tender Notice. I/We give an undertaking and give our unconditional and unequivocal acceptance of all terms and conditions of the tender and agree to abide by these terms and conditions.

**Name and Signature of the Proprietor/Partner
along with the Seal of the Firm/Agency**

Dated : _____

Place : _____