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# BAKSHIRHAT MAHAVIDYALAYA

P.O.: BAKSHIRHAT: DIST.: COOCH BEHAR :: PIN - 736131 (W.B) :: Estd: 2006

Memo No-

Date-20/02/2026

## Tender Notice No- 03/2026

Sealed Quotations are invited from the reputed Website Development Agency for development and Annual Maintenance of Bakshirhat Mahavidyalaya website. Apply with self attested photocopies of valid Trade License, ITAX file acknowledgement receipt, PAN card. For details please visit office of the Principal, Bakshirhat Mahavidyalaya. Last date of Submission of Sealed Quotation 24<sup>th</sup> February 2026.

Sd/-

**Principal**  
**Bakshirhat Mahavidyalaya**

### Synopsis of the Tender:-

**Website Development and Annual Maintenance for Bakshirhat Mahavidyalaya,  
Cooch Behar**

**Tender No.:** 03/2026

**Date of Issue:** 20/02/2026

**Last Date of Submission:** 24/02/2026

**Mode of Submission:** Online/ Offline

### 1. Introduction

Bakshirhat Mahavidyalaya, a General Degree College affiliated to Cooch Behar Panchanan Barma University, invites sealed tenders from **experienced and eligible web development agencies/firms** for **Design, Development, Hosting Support and Annual Maintenance (AMC)** of the official college website.

### 2. Scope of Work

#### A. Website Development

The selected bidder shall be responsible for:

- Designing a **modern, responsive, and user-friendly website**
- Mobile, tablet, and desktop compatibility
- CMS-based website (Word Press/Custom CMS)
- Dynamic content management
- SEO-friendly structure
- Fast loading and optimized performance
- Secure login panels for Admin & Staff
- SSL and basic security setup
- Compliance with accessibility standards
- Integration of:
  - About College
  - Courses & Departments
  - Admission & Notices
  - Faculty & Staff Profiles
  - Photo & Video Gallery
  - Events & News

- Examination & Results
- Contact Form with Email Integration



## B. Annual Maintenance Contract (AMC)

The AMC will include:

- Regular content updates
- Technical support & bug fixing
- Security updates & backups
- Server and hosting support coordination
- Performance monitoring
- Plug-in / theme updates
- Down time resolution
- Minimum **50 updates per month**
- Email & phone support

## 3. Technical Requirements

- Latest web technologies(HTML5,CSS3,JavaScript)
- PHP/MySQL or equivalent backend
- CMS-based architecture
- Hosting compatibility (Linux preferred)
- Data security and backup mechanism

## 4. Eligibility Criteria

The bidder must:

- Be a registered firm/company
- Have **minimum 5 years** experience in website development
- Have completed **at least 3 educational institution websites**
- Submit portfolio with live website links
- Provide GST registration (if applicable)

## 5. Deliverables

- Fully functional website
- Source code and admin access
- Training for college staff
- User manual/documentation
- AMC support as per contract

## 6. Timeline

- Website Development: **15 days**
- AMC Duration: **1 Year** (extendable after scrutiny of the work done by the concerned committee of the college)

## 7. Payment Terms

- Development Cost: Approval of the Design will be done by the college authority. released after approval of design
- The entire bill will be released by direct Beneficiary Account transfer.
- AMC payment: Annually by direct Beneficiary Account transfer.

## 8. Evaluation Criteria

- Technical capability, Experience & portfolio, Quality of proposal and Cost competitiveness and AMC support structure



## 9. Submission Details

Interested bidders should submit:

- Technical Proposal
- Financial Proposal
- Company Profile & Registration Documents
- Work Experience & Portfolio
- Others documents as mentioned in the notification

## 10. Right to Reject

The college reserves the right to accept or reject any or all tenders without assigning any reason.

Sd/-

**Principal**  
**Bakshirhat Mahavidyalaya**