

EXPRESSION OF INTEREST FOR WEBSITE DEVELOPMENT RELATED ASSISTANCE

1. Kerala State Sports Council is a statutory Government organisation under Sports and youth Affairs Department, Government of Kerala. It is the competent entity for enacting and implementing statutory rules and regulations in the area of sports in the entire State. This office has entered into an agreement with Keltron for development of a website and an automated data processing system along with it.

BACKGROUND

Currently the website is partly created however, various templates, formats and display modules have to be prepared and given to Keltron for their final inclusion in the website.

This office does not have an IT wing. Currently the website created is in the shell form only and all the contents have to be uploaded into it through a systematic process. It is also necessary that the formats for various activities have to be envisioned as to how it will appear in the website ultimately. This requires the unique process of studying the activities of this organisation, objectives to be derived and preparation of data management/display formats with assimilation of IT expertise.

2. SCOPE OF WORK

1. Providing the services of an IT expert who is well versed in website technology and MIS platforms, by stationing them in this office or through equivalent institutional support.[To be called “consultant”]
2. The consultant shall deeply study the web platform and other materials in the content developed by Keltron for KSSC.
3. The consultant shall conduct a requisite study of the activities and documents of this organisation, including all district level connected institutions.
4. The consultant shall prepare templates as they need to finally appear in the website for all the activities and services to be given to public and staff in consultation with all concerned and transmit them to keltron after technical scrutiny for incorporation in the website.
5. Prepare templates and other technical inputs for inclusion in the ADPS as per the requirements of KSSC and transmit them to keltron for appropriate incorporation.
6. Coordinate with keltron for completion of website and the ADPS as per the requirements of KSSC.
7. The consultant shall give handholding support to Staff in HO for familiarization with [a] the website and ADPS [b] entry of details and other information in them [c] other requisite advice for data entry and management in them.

- (3) 1. The IT institution/ agency shall be of reasonable reputation and establishment.
2. The institution should have been in functional existence for at least three years as on the date of date of this invitation
- 3.The institution should be having requisite number of staff for satisfactory performance of assignment under this contract

COST FOR SERVICES

(4) The cost for services shall be expressed in terms of remuneration for an IT expert on a calendar month basis.

(5) Any prospective bidder may seek previous permission and attend a clarification session on 13.01.2021 at 3 PM.

(6) Prospective bidders may submit their bids fully in agreement with the conditions stipulated above in exclusive sealed envelope superscribed as "Expression of Interest for website development assistance" to be received in this office on or before 4 PM on January 2021.



Secretary