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Government of India
Ministry of Finance
Department of Revenue
Central Board of Indirect Taxes & Customs
Directorate General of Human resource Development
403/8, Deep shikha, Rajendra Place,
New Delhi -110008

F.No. I/(22)/OTH/782/2022-ADMN

Dated: 17.03.2023

NOTICE INVITING TENDER

Organization Name: Directorate General of Human Resource Development
Organization Type: Central Government
Ministry/Department: Ministry of Finance/Deptt. of Revenue
Tender Ref. No.: I/(22)/OTH/782/2020-ADMN
Tender Title: AMC for E-Disposition List Module
Product Category: AMC for E-Disposition List Module
Sub Category: Software
Tender Value: Not specified
Tender Type: Maintenance
Location: Directorate General of Human Resource Development
403/8, Deep Shikha Building, Rajendra Place,
New Delhi- 110008
Last date for Submission: 03.04.2023 till 16:00 Hours
Opening date: 05.04.2023 at 12:00 Hours


Copy to:-

1. Notice Board
2. DGHRD's Website
3. CBIC website

(ANIL KUMAR GUNAWAT)
Assistant Director

Terms and Conditions

1. The vendor shall ensure that all the detailed tasks provided in the Tender document are the part of the AMC for E-Disposition List.
2. E-Disposition List need to be updated using Content Management System (which allow all the content to be editable by the user (Right based only).
3. All the content shall be editable by the administrator of HRD office with login protection.
4. E-Disposition List shall support uploading of various information which shall be reflected on the dashboard.
5. E-Disposition List should work in all the browsers and shall be secure.
6. Hosting of the E-disposition List shall be the responsibility of vendor. Proper training needs to be provided to the administrator by the vendor.
7. RTI for all the wings needs to be user friendly.
8. The following needs to be ensure while maintaining the online Disposition Module.
 - (a) These online schemes need to be secure and credentials based.
 - (b) All the records shall be maintained in the database and Date of submission of request, any modification of request and status change needs to record.
 - (c) An automatic password generation needs to be implemented and DGHRD administrator shall be able to view the same. Facility to modify the Password by the users should be enabled.
 - (d) Implementation of Roles and rights shall be controlled by Administrator.
 - (e) All the reports shall be customizable and Columns shuffling and search facility needs to be provided.
 - (f) The user should be able to download the data in Excel format.
 - (g) Hosting and linking to website these online scheme shall be responsibility of the vendor.
9. In case the E-Disposition List or any of its module requires Security Audit, the same shall be got done by the vendor free of cost.
10. Maintenance of E-Disposition List and online scheme shall be carried out for one years i.e 15.04.2023 to 14.04.2024.
11. E-Disposition List shall have to be updated by the vendor within half an hour of receipt of mail from this office, failing which penalty of Rs. 1000 per day shall be levied.
12. All bidders can join the Tender opening process as per the dates mentioned.



17.03.2023

(ANIL KUMAR GUNAWAT)
Assistant Director