



National Institute for Micro, Small and Medium Enterprises (ni-msme)

(an organization of Ministry of MSME, Govt. of India)

and ISO 9001-2015 certified)

Yousufguda, Hyderabad – 500 045. Telangana, India

ni-msme invites sealed quotations from reputed/authorized agencies for **“Hiring of Web Services for Journal Management”** as per the details given below on or before **01.11.2021**.

The sealed quotations (hard copy) may be sent through Registered Post/Speed Post/by hand to **“Administrative & Accounts Officer, ni-msme, Yousufguda, Hyderabad – 500 045.**

Note: The Director General reserves the right to cancel one or all the quotations without assigning any reasons.

1.0 Technical requirements:

Journal Management and Processing

Journal web page	Marketing and Promotions
DOI maintenance	Indexing
SEO	PDF designing
SMM	HTML designing
Journal home page	
List published articles	Payment Gateway
List members	Payment tracking
Current issue	Editorial board
Previous issue	Individual page for each eb
DOI	Login page
Article Processing Charges (APC)	Signup page
User dashboard	
Login	Submit manuscript
Reset password	Track manuscript
Dashboard	Payment

Revise manuscript

Share article to social media

Integrate ORCID and other Identifiers

Admin dashboard

Manage journal

Add or modify journal

Accept or reject manuscript

Assign reviewers

Editor dashboard

Accept or reject manuscripts

Assign reviewers

Track manuscript

Reviewer dashboard

Dashboard

Login, Logout page

Accept or Reject manuscript to review

Production

Dashboard

Login

Prepare manuscript PDF

Upload pdf to online

Assign DOI

Assign Altmetrics

ni-msme Blog

Blog dashboard

Admin login

User login

App blog post

Edit post

Integrate Google Scholar

Query form

Query tracking

Assign EIC

Assign AE

Query submissions

Query tracking

Update profile

Add review comments

Review and submit comments

Reviewer ratings

Integrate with ORCID for rating reviewers

Galley proof

Communicate with author for galley proof

Prepare final pdf after author approval or with changes

Design HTML format

Design e-Pub format

Share post to social media platforms

Track post views

Post statistics

Promote SEDME and another journal

Book store

UI for book store

Payment gateway

Track payments

User login

User tracking

Inventory management

Review

Event Management

User registration

Login

Dashboard

Edit profile

Register for a program

Payment gateway integration

Admin dashboard to post event

Track event registrations

Track payment status

At each and every step of the dashboard, user must be notified through an email and dashboard notifications.

Individual dashboards for each and every module. Statistics and Performance reports for articles, blog posts and reviewers etc.

Must maintain separate server, hosting, domain, SSL. Updates and upgrades have to be regular as per market availability.

Technologies to use: PHP, HTML, CSS, JS, Bootstrap 4 or 5

2.0 **BIDDERS INFORMATION FORMAT**

S.No.	Description of Details	Bidder's Response	Page No. of Technical Bid Submission
1	Name of the Firm /Company		
2	Type of Company Govt./PSU/ Public Ltd/Partnership/Proprietary) with necessary documents		
3	Registration Number & Date of registration (self-attested certificate copy to be enclosed)		
4	Address of registered office/Head Quarter with contact person's name & designation, contact number, Fax no, e-Mail Address		
5	PAN &TAN numbers and related details		
6	GST Registration Certification & related details		
7	Copy of EPF & ESI registration documents		
8	Copy of ISO 9000:2015		
9	Copy of ISO 27001:2013		
10	Total manpower in customer support with details of technical support/helpdesk (Toll free number Mail ID, Contact Person Name with Mobile Numbers)		
11	Bidders should have relevant experience in providing Web Design Service and Journal Management.		

3.0 **BIDDERS' QUALIFICATION CRITERIA**

DESCRIPTION OF PARAMETERS	COMPLIANCE (Yes/No)
The firm should be registered under The Indian Companies Act, 1956 and/or The Companies Bill 2008/2009.	
The firm must provide GST Tax, PAN registration certificates.	
The firm should preferably have ISO 9001:2015 certified.	
The firm should preferably have ISO 27001:2013 certified	

The firm must declare that there is no lawsuit pending against the Directors/ Company since origin.	
The bidder must quote for all the items/services mentioned in the tender. Part/incomplete quotes shall be summarily rejected	
Tender compliance should be certified by OEM's of respective components along with all the supporting documents.	
Bidder should have support centre / replacement support in the state of Telangana region preferably in Hyderabad.	
Alternative contact no. of developer of your firm	
Bidder should provide ITR of the firm for a minimum period of one (1) year	

4.0 Terms & Conditions:

The tenderers are requested to go through the following terms and conditions before submitting their tender documents:

1. Quotations shall be submitted in sealed cover (technical and financial in separate sealed envelopes) together **put in the big envelope (sealed)** through Hard Copy only.
2. The company or firm will provide GSTIN (Good and Tax Registration No.) invoice for arranging the payment.
3. **National Institute for Micro Small and Medium Enterprises reserves the right to accept or reject any or all the offers / bids either fully or partly without assigning any reason. The institute is not bound to accept the lowest bid.**

For any queries contact:

Publication Cell (SENDOC LIBRARY)

ni-msme,

Yousufguda, Hyderabad – 500 045.

Contact No. : 040-23633235,

Contact Persons: 1. Smt. Anjali Prasanna, Sr. A.A (Library),
2. Shri. A. Chandra Shekhar, Consultant, Sedme