



EMPLOYEES' STATE INSURANCE CORPORATION
PANCHDEEP BHAVAN,
108, N. M. JOSHI MARG, LOWER PAREL,
MUMBAI – 400 013.
TEL. NO. : 022 6120 9700 / 900, FAX NO. : 022 2492 1701

EXPRESSION OF INTEREST

Employees' State Insurance Corporation, Regional Office Mumbai invites expression of interest from the willing Firms / Organizations / Individuals for "Re-organization of homepage of website www.esicmaharashtra.gov.in."

The proposed assignment should be completed within a period of 4 weeks from the date of award of work.

A. About us :

Website of Regional Office Maharashtra was created in 2008. The main objective is to give a new look to the home page and make it bilingual.

B. Qualification Criteria :

1. The Firm / Organization should be an Indian company with presence in Mumbai.
2. The firm must have experience of 2 Years as on 30.11.2013 of working with bi-lateral, multi-lateral, Government and Private Agencies for similar kind of work.

C. Expression of Interest Document :

The expression of interest document should cover the following :

1. Brief profile of the organization including the nature of work, number of years in business, key relevant assignments and role of the organization in executing such assignments highlighting the relevant experience, role and clients and dummy watermarked designed containing tabs specified in the site map.
2. Contact details of the key person.
3. Audited financial statements for the last three consecutive financial years (2010-11 & 2012-13).
4. Interested parties should also quote the expected cost for the work inclusive of all taxes (inclusive service tax).

D. General Information :

1. The competent authority of ESIC reserves the right to reject any or all the proposals without assigning any reason thereof.
2. The rates for each and every item shall be quoted both in figure and words. In case of any discrepancy in rates, the rates written in words shall prevail.
3. The envelope containing Expression of Interest document shall be sealed and super scribe the name of work and the name and address of the interested parties.
4. Conditional quotes are liable to be rejected.
5. This is only for short listing of interested firms for the assignment. The short listed Firms / Organizations / Individual will be asked to submit detailed technical and financial proposal at a later date for final selection.
6. Two sets of the proposal along with a copy in CD must reach on or before 21/01/2014 by Regd. Post/Speed Post.

E. Award of Work :

1. The selection of the agency will be at the sole discretion of the ESIC who reserves its rights to accept or reject any or all proposals without assigning any reason.
2. The contract for the Re-organization of the home page shall be awarded to the best qualifies responsive party who has quoted lowest rate.

F. Details of Submission :

Duly filled Expression of Interest document shall be deposited by hand delivery / dispatch by post in the office of ESIC at the following address :

EDP Branch
Employees' State Insurance Corporation
Panchdeep Bhavan
108, N. M. Joshi Marg,
Lower Parel,
Mumbai – 400 0013.