



## प्रधान आयुक्त का कार्यालय, सीमा शुल्क, अहमदाबाद

“सीमा शुल्क भवन”, पहली मंजिल, पुराने हाई कोर्ट के सामने, नवरंगपुरा, अहमदाबाद- 380 009.  
दूरभाष: (079) 2754 4630 फैक्स: (079) 2754 2343 ई-मेल: [cus-ahmd-guj@nic.in](mailto:cus-ahmd-guj@nic.in)

F. No.: I/(22)/OTH/2006/2025-ADMN-O/o PR COMMR-CUS-AHMEDABAD

Date: 16-10-2025

### निविदा सूचना/TENDER NOTICE

**विषय:-**अहमदाबाद सीमा शुल्क क्षेत्र (<http://gujaratcustoms.gov.in>) की वेबसाइट पर रखरखाव सहित 01 वर्ष के लिए डेटा अपलोड करने/कार्यक्षमता विकसित करने हेतु कोटेशन आमंत्रित किए जाते हैं।

**Subject: Inviting quotations for Uploading data/develop functionality on the website of Ahmedabad Customs Zone (<http://gujaratcustoms.gov.in>) for 01 year including maintenance: M/reg.**

सेवा में/To,

**इच्छुक विक्रेता/The Interested Vendors,**

महानुभाव/ Gentleman,

मैं एततद्वारा अहमदाबाद सीमा शुल्क क्षेत्र (<http://gujaratcustoms.gov.in>) की वेबसाइट पर डेटा अपलोड करने/कार्यक्षमता विकसित करने की सेवाओं की खरीद/प्राप्ति के लिए रखरखाव सहित 01 वर्ष के लिए सीलबंद कोटेशन आमंत्रित करता हूं।

I hereby invite sealed quotations for purchase / procurement of services of Uploading data/develop functionality on the website of Ahmedabad Customs Zone (<http://gujaratcustoms.gov.in>) for 01 year including maintenance.

बोली में पात्रता साबित करने के लिए अनुलग्नक I से IV में उल्लिखित संलग्न नियमों और शर्तों के अनुसार प्रामाणिक / वैध दस्तावेज शामिल होने चाहिए।

Bid should be contained authentic / legitimate documents i.e. as per enclosed terms and condition mentioned in Annexure I to IV for prove the eligibility.

फार्मों को कोटेशन सीलबंद लिफाफे में जमा करने चाहिए। सीलबंद लिफाफे को मुख्य सीलबंद लिफाफे में रखना चाहिए, जिस पर "अहमदाबाद सीमा शुल्क क्षेत्र (<http://gujaratcustoms.gov.in>) की वेबसाइट पर डेटा अपलोड करने/कार्यक्षमता विकसित करने की सेवाओं की खरीद हेतु 01 वर्ष के लिए रखरखाव सहित निविदा" लिखा होना चाहिए। इसे "अपर आयुक्त (प्रशासन), सीमा शुल्क मुख्यालय, अहमदाबाद, दूसरी मंजिल, सीमा शुल्क भवन, पुराने उच्च न्यायालय के सामने, नवरंगपुरा, अहमदाबाद - 380009" के पते पर भेजना

होगा और दिनांक 22.10.2025 को शाम 06:00 बजे तक कार्यालय में पहुँच जाना चाहिए। 22.10.2025 के बाद किसी भी कोटेशन पर विचार नहीं किया जाएगा।

The firm should submit the quotations in sealed envelope. The sealed covers should be placed in the main sealed envelope, super scribed “**Tender for purchase of services of Uploading data/develop functionality on the website of Ahmedabad Customs Zone (<http://gujaratcustoms.gov.in>) for 01 year including maintenance**” and the same is required to be addressed to “The Additional Commissioner (Admin), Customs HQ, Ahmedabad, 2 ND floor, Customs House, Opp. Old High Court, Navrangpura, Ahmedabad – 380009”, and should reach the office latest by 06.00 PM on 22.10.2025 and no quotations will be entertained after 22.10.2025.

वित्तीय बोली में केवल वित्तीय प्रभार शामिल होते हैं।

The financial bid contains only the financial charges.

(Shravan Ram)  
अपर आयुक्त (का.व.स.)  
Additional Commissioner (P&V),  
सीमाशुल्क, अहमदाबाद,  
Customs, Ahmedabad

Copy to:

1. The GSO/PRO, Customs HQ, Ahmedabad to affix the same on Notice Board.
2. The Superintendent, Systems Section, Customs HQ, Ahmedabad to upload the said notice on the website.

## ANNEXURE-I

### GENERAL INSTRUCTIONS

1. The Party must read carefully all the terms, conditions and specifications before filling up his quotation.
2. The Party shall be bound by all terms, conditions and specifications as detailed in this Annexure-I, II, III and IV
3. Any Party in this submitting quotation shall make sure that he will be able to carry out the work in the contract. The Party should have a registered Office/Branch in Ahmedabad/Gandhinagar. Documentary Proof regarding location of Registered Office/Branch of the Firm at Ahmedabad/Gandhinagar, such as Registration of business with address at Ahmedabad/Gandhinagar, Building Rent Agreement, etc. shall be submitted.
4. It is implied that the Party has obtained all necessary information before making the offer. Unexpected difficulties or expenses shall NOT be considered as excuses for difficulties in performing the contract. The rate quoted should take all factors into consideration.

5. Each Party shall submit only one Proposal. The Party who submits or participates in more than one Proposal will be disqualified.
6. The Office reserves the right to cancel/withdraw/ modify fully or partially the 'Invitation to quotation' or to reject one or more of the quotation without assigning any reason and shall bear no liability whatsoever consequent upon such a decision.
7. Interested parties are requested to submit the quotation **for uploading data/ develop functionality on the website of Ahmedabad Customs Zone, Ahmedabad (<http://gujaratcustoms.gov.in/>) including Maintenance for one year**. The website developer can regularly perform web Maintenance to prevent any technical issues, improve the user experience, and ensure our site continues to rank high in search engine results pages (SERPs). Website Maintenance includes task like ensuring all the links on our site are working, regularly updating content, and fixing any broken links. It also involves more general housekeeping task like backing up our site regularly and monitoring our site's performance. The web developer should be capable enough to provide the following services related to website maintenance:
  - i. **Security Updates** :Security patches are released by web development companies to address vulnerabilities in their software. Patches are essential in keeping our site safe from hackers, so installing them as soon as they're available is important.
  - ii. **Plug-in and Theme Updates** :Plugins and themes help to extend the functionality of our website. But like any software, they need to be kept up-to-date to ensure compatibility with the latest web browsers and security patches.
  - iii. **Content Updates** :Our website's content should be kept up-to-date to ensure that it is relevant and accurate.
  - iv. **Backup and Disaster Recovery** :Having recent backup of our website is important in case something goes wrong. Disaster recovery planning helps ensure that we can quickly get our website back up and running in the event of a major problem. A backup helps to prevent data loss and ensures that we can restore our site if it's ever hacked or corrupted.
  - v. **Performance Monitoring and Optimization** :Monitoring our website's performance can help us identify potential problems and take steps to keep our site running smoothly. Optimizing our website's performance can help improve our site's speed and responsiveness. It entails the tasks of improving web page loading times, optimizing image sizes, and minifying code.
  - vi. **Security Scanning** : Security scanning is important in web maintenance to ensure that the site is secure from any potential threats. Regularly scanning the website can identify and fix security vulnerabilities before they cause any damage. This helps to protect both the website and its users from potential harm.
  - vii. **User Management** : If our website has users, we will need to manage their accounts. This includes creating and deleting user accounts, resetting passwords, and managing permissions. User management also includes cleaning out the users' list by removing bots and spam accounts.
  - viii. **SEO Monitoring** : Monitoring our website's SEO is important to ensure

that it is visible in search engines. This includes tracking our site's ranking, backlinks, and website traffic. SEO monitoring can help us identify potential problems and take steps to fix them. It can also help you track your progress over time and measure your success.

ix. **Support and Maintenance Plans** : The best way to ensure that our website is always up-to-date is to sign up for a support and maintenance plan. This type of plan usually includes all of the above services, as well as other important services such as web hosting, **SSL certification**, and email support.

The prices quoted shall be inclusive of all taxes.

8. Party awarded the contract shall be responsible for all the above said works including maintenance for 1 year. The quotations for partial work, if any submitted by the parties will be straight away rejected. Any upward revision in the rates quoted by the party w.r.t taxes, duties, charges at a later date and during the tenure of the quotation will not be allowed.
9. The Party awarded the contract shall be responsible for the costs towards travel/stay, daily allowance or any other allowances including telephone charges with respect to their staff deployed for the execution of this project before or after the award of the contract.
10. The Party awarded the contract shall ensure that their staff reaches this office within two hours as and when called for.
11. This office reserves the right to modify and amend any of the stipulated condition/criterion depending upon project priorities.
12. In the event of any question, dispute / difference arising under this agreement or in connection with (Except as to matters the decision of which specially provided under this agreement) the same shall be referred to the sole arbitrator as approved by the Competent Authority.
13. The Payment of **uploading data/ develop functionality on the website of Ahmedabad Customs Zone, Ahmedabad, including maintenance** shall made on quarterly basis (after end of each quarter). Further, all the payments in contract shall be subject to the availability of the funds and as per GFR Rules framed by Department of Expenditure, Ministry of Finance.
14. The AMC work shall ensure that the website remains working completely during the period of contract and party awarded AMC shall be responsible for resolving any kind of technical issues arising during the contract period.
15. The Party shall handover a copy of all the Websites code, its database, log-in ID and password after the contract is completed.

## **ANNEXURE-II**

### **SCOPE OF WORK:**

All the Content of website (**<http://gujaratcustoms.gov.in>**) shall be as per norms of guidelines for Indian Government websites as per GIGW Manual 3.0. The Website should be of dynamic, user friendly and appealing with the flowing facilities/options in it:

1. **Real Time Date**- It should show Current Date - Day & Time and will be updated automatically.
2. **Language Options**-It should have multiple language options (Hindi-English).
3. **Information Ticker** –It should have information ticker option to highlight the daily Important News.
4. **Home**-It should contain the following options
  - Official Logo
  - Multiple Banner Image
  - Acts & Rules
  - Trade Corners
  - Trade Meetings
  - Departmental Officers
  - News and Media
  - Highlighted News
  - Important Links
5.
  1. **About Us Vision**-This option should contain the following options
    - History
    - Jurisdiction
    - Vision
    - Organisation Structure
    - Performance
  6. **Gallery**- This option should contain the photograph of the events organized by this office and various events organized by the CBIC.
  7. **Contact Us**- It should contain office wise telephone numbers of all the sections/officers and further links to all Commissionerates websites
  8. **Tender Page**- This option contains all the latest Tender/ quotations/bid/notices issued by this office.
  9. **Social Media Connectivity**- This option should contain the links of all the social Media platforms adopted by this office.
  10. **Related Links**-In this option the related links notifies the user that the links will take them to information that is connected to the content they just read.
  11. **FAQS**-It should display the Frequently Ask Questions.
  12. **Search**- This option should give the visitor facility to search for content within the website.
  13. **Feedback**-The Website should have a feedback tab, where the users after verifying their mail ids, can submit feedback. The Feedback shall be redirected to this office mail id ccoahm-guj@nic.in.
  14. **Help Tab**- The Website has a readily available Help Section linked from all the pages of the websites.
  15. Any other Tab or functionality as desired by the System Section at the time of development of website.

**Annexure-III**

**The following documents must be submitted by the Party with quotation:**

**Technical Quotation:**

1. The contracting firm /agency/company should be registered with GST and Self Attested copy of GST registration must be attached.
2. Self-Attested Copy of PAN Card.
3. Self-Attested Copy of experience certificate of at least two years of Experience from the date of quotation notice in central Govt./State Govt/CPSU/Nationalized Bank/Private sector in Website Development and updation of Website. It should be clearly mentioned in the experience certificate that Party has impeccable record dealing with the highly confidential and sensitive data.
4. Certificate regarding Blacklisting and Non-Blacklisting of firm/company/agency.
5. Document(s), in original duly filled in and signed by Party or his/her authorized representative along with seal on each page. No corrections and overwriting will be entertained.
6. Documentary Proof regarding location of Registered Office/Branch of the Firm at Ahmedabad/Gandhinagar, such as Registration of business with address at Ahmedabad/Gandhinagar, Building Rent Agreement, etc.

## **ANNEXURE-IV**

### **Price Quotation format:**

(The Quotation must contain following information) Quotation format for Website updating /develop functionality and Maintenance (including all taxes):-

<b>S. No.</b>	<b>Particulars</b>	<b>Amount (Rs.) including applicable taxes (Annual Rate)</b>
1.	Uploading data/develop functionality on the website of Ahmedabad Customs Zone ( <a href="http://gujaratcustoms.gov.in">http://gujaratcustoms.gov.in</a> ) for 01 year including maintenance.	
<b>Total Amount</b>		

Note:- We have gone through the terms and conditions stipulated in the quotation Document and confirm to abide by the same.

Date: \_\_\_\_\_ Signature of Authorized Person of Firm with seal