

ODISHA STATE FINANCIAL CORPORATION

OMP SQUARE CUTTACK-753003

QUOTATION CALL NOTICE

Sealed quotations are invited from interested Service Providers for maintenance of the existing official website of OSFC (www.osfcindia.com) with following terms and conditions.

A. Job specification and Maintenance schedule:

1. Updation of the content of Website by user as and when required.
2. Yearly renewal of Registration of Domain Name.
3. Maintenance of existing official Emails.
4. Monthly Backup of Website data.
5. Site hit tracking.

B. Terms and Conditions

1. The specifications of the job should be strictly adhered to.
2. The Service Provider is required to furnish the details of their organization with the list of clients to their credentials.
3. The Service Providers should submit their up-to-date GST/IT clearance certificates.
4. The cost of the service should be all inclusive including taxes as per the law of the land.
5. The quotations would be opened in the presence of all bidders / or their authorised representatives before the members of the Finance Committee of OSFC.
6. All the disputes are subject to the jurisdiction of Cuttack, Odisha only.
7. The Sealed quotations should be dropped in the Tender Box kept at the **Computer Services Department of OSFC, Head Office at OMP Square, Cuttack-753003.**
8. Last date of submission of tender is **12.01.2018 at 5.00 pm**. The date of opening of tender documents would be intimated in due course to the participants in the tender process.
9. The authority reserves the right to accept or reject any or all the quotations without assigning any reasons thereof.

Sd/-

**Manager
(Computer Services Department)**