

**Minutes of Pre-Bid Meeting held on 21.11.2023 through Online Platform for Engagement of agency for design, development & Maintenance of Unified portal of BEE**

Sr. No.	RFP Clause	Suggestion / Query	BEE Response
1	Bidder should have experience in design & development of minimum 03 websites for Government/PSU with STQC Certification during the last 5 years ending on 31st March, 2023.	Exclude the clause	Not accepted.
2	Bidder should have CMMI Level 5 valid certification as on date of bid submission.	Requested to change to CMMI 3.	Not accepted.
3	Should be optimized for Search Engines (Within the website). Search Engine Optimization (SEO) should ensure high rank on web searches and all relevant techniques for SEO must be adopted.	Bidder asked for mandatory SEO search engines within the website.	It is not mandatory to keep the SEO search within the website. Bidder can use separate tools for it. Also bidder needs to submit fortnightly SEO report to BEE with its maintenance report.
4	Bidder should have experience in design & development of minimum 03 websites for Government/PSU with STQC Certification during the last 5 years ending on 31st March, 2023.	Number of STQC certification required.	Based on the validity of the certificate, if it expires within the tenure of the contract, then the bidder has to redo the certification.
5	Those bidders scoring 60 marks and above shall be technically qualified for consideration of their financial bids.	Bidders requested to keep the score up between 70 - 75	Those bidders scoring 70 marks and above shall be technically qualified for consideration of their financial bids.
6	Security Audit (CERT-In Certification) & Go-Live of the website (T2) = T1+1 STQC Certification, Training/Hand-Holding on the Project, & Project Sign-Off (T3) = T2+1	Change the timelines for T2 and T3 and extend each with another 1 month	Accepted T2 = T1 + 2 T3 = T2 + 2
7	Experience in design & development of at least 03 websites for Government/PSU with STQC Certification during the last 5 years ending on 31st March, 2023. 3 projects or more than 3 projects	Bidders requested to include monetary of projects which will be considered along with the STQC certification. Also, reduce the minimum number of projects to 2 nos.	The value of each project with STQC certification should be minimum ₹20.00 Lacs. The minimum number of projects required are 02 nos.
8	Agency must ensure that copyright law related to images, templates, code etc. is not violated.	In this case BEE will provide the original images?	Yes
9	No third-party scripts to track user activity, ad-scripts, hidden back links to other irrelevant web platform should be installed.	In such case, if you required to check user reach, view impressions, or if you want user journey on the website, then how you will track this?	The idea is to keep a track on foot fall on each page of website along with a tracking of user's visiting the site. It is needed the total count of footfall yearly basis. It is a required feature for all government sites, for keeping track of hit counts on both hindi and english pages.
10	Last date and time of submission of bids - 4th December 2023 (15:00 hours)	Requested to change the submission date by at least 10-12 days	Last date and time of submission of bids - 18th December 2023 (15:00 hours)

**All others Terms & Conditions will remain same.**

**This issues with the approval of DG,BEE.**