

**REAL ESTATE REGULATORY AUTHORITY**  
**NCT of Delhi**  
**2<sup>nd</sup> Floor, Shivaji Stadium Annexe,**  
**Shahid Bhagat Singh Marg, New Delhi – 110001.**

Bid No. Bid/RERA/1/5/2022/

Date: 21.06.2022

**Subject: Bid for re-designing and developing the RERA website and creation and maintenance of social media platforms etc.**

1. RERA, NCT of Delhi proposes to;
  - i. Redesign and develop their website to meet the requirements of Real Estate (Regulation and Development) Act, 2016.
  - ii. Create and maintain social media platforms for creating awareness among various stakeholders and general public;  
**on manpower engagement mode basis through Central Public Sector Undertakings (CPSUs).**
2. The detailed deliverables (tasks) are as follows:
  - i. Re-designing and re-development of website to meet the requirements of Real Estate (Development and Regulation), Act 2016.
  - ii. Create and maintain social media platforms for creating awareness among various stakeholders and general public.
  - iii. Plan, assist and conduct virtual and physical hearings for RERA NCT of Delhi.
  - iv. Plan and create e-document (files) repository.
  - v. Maintain and support IT infrastructure.
  - vi. Advise on procurement of software and hardware.
  - vii. Identify and hire the server for hosting the website and e-repository.
  - viii. Translate website in Hindi and Punjabi.
  - ix. Conceptualize and design information publicity material for electronic, print and social media.
  - x. Maintenance of grievance redressal cell.
  - xi. Creation and maintenance of helpline.
3. The period of engagement will be 3 years from the date of award which can be extended by another two years.
4. The CPSU will be responsible for conceptualizing, planning and implementing the above tasks through the manpower supplied.

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5. If interested in undertaking above work, you may submit your proposal in the enclosed format to undersigned by 11<sup>th</sup> July 2022, 6 pm in two separate covers super-scribing Technical and Financial Bid for re-designing and developing RERA, Delhi website. A pre bid meeting will be held on 30<sup>th</sup> June 2022 at 12 noon in the Conference Hall, RERA NCT of Delhi, 2<sup>nd</sup> floor, Shivaji Stadium Annexe, Shaheed Bhagat Singh Marg, CP, New Delhi-110001.
6. The work would be awarded following QCBS criteria. Technical marks would carry 70% weight-age and financial marks would carry 30 % weight-age.
7. Technical evaluation criteria:
  - Previous experience in handling similar works: 15 marks
  - Presentation on strategy for implementation of proposed work: 35 marks
8. Financial bid would be evaluated on the basis of agency charges payable on total amount due for supplying man-power i.e. salary of manpower, EPF, ESIC etc. The agency charges should be quoted in percentage. The selected agency shall be paid taxes as applicable in their bill over & above agency charges.
9. The Authority would decide the strength of manpower to be engaged for the purpose in consultation with the CPSU.
10. CPSU shall pay to the manpower engaged before 7<sup>th</sup> of every succeeding month. The cost of manpower and agency charges shall be reimbursed and paid by the Authority on presentation of bills within two weeks. CPSU shall be responsible for payment of all statutory levies like EPF, ESIC etc.

Dy. Director  
RERA, Delhi  
2<sup>nd</sup> floor Shivaji Stadium Annexe,  
Shaheed Bhagat Singh Marg, New Delhi-110001.  
Dy.director@rera.delhi.gov.in

To,

All Central Public Sector Undertakings.



**Proforma for submission of Technical bid**

1. Name of the CPSUs:
2. Turnover during last three financial years:
3. Previous experience of undertaking similar work:
4. Details of similar projects currently being implemented:
5. Proposed plan of action and strategies for handling the work and meet the objectives:

**Proforma for submission of Financial bid**

1. Name of the CPSU:
2. Turnover during last three financial year:
3. Proposed agency charges in percentage terms for executing the work by supplying manpower/exclusive of all taxes: