

Request for Proposal  
For  
Development of Website  
For  
Unitech Limited

**DISCLAIMER**

*THIS REQUEST FOR PROPOSAL IS NOT AN OFFER BY UNITECH, BUT AN INVITATION TO RECEIVE RESPONSE FROM ELIGIBLE INTERESTED BIDDERS FOR SELECTION OF AGENCY. NO CONTRACTUAL OBLIGATION WHATSOEVER SHALL ARISE FROM THE RFP PROCESS UNLESS AND UNTIL A FORMAL CONTRACT IS SIGNED AND EXECUTED BY THE UNITECH WITH THE BIDDER. THIS DOCUMENT SHOULD BE READ IN ITS ENTIRETY.*

## 1. Purpose

A website is to be developed on basis of functional specification highlighted below. The existing website can be viewed at [www.unitechgroup.com](http://www.unitechgroup.com). The website has to be based on CMS either using an open source CMS like Drupal etc. or develop a CMS specific to this website. It is preferred that the website is developed using PHP programming language either on Laravel or CodeIgniter framework. On database the preferred platform is MySQL or PostgreSQL. The brief description of various section of the proposed website is explained in Annexure 1.

## 2. Scope of Work

Following is the scope of work.

1. Design and Development of website.
2. Closer of all the defects during testing and security audit within decided timelines.
3. Security audit will be done by development agency.
4. Support of website for a period of one year post Go-live.

## 3. Deliverables

Following are the deliverables that agency need to handover.

1. Website template Design
2. Source Code having comments and Database
3. Project plan including Scope of work with detailed schedule chart and milestones.
4. Progress Report on weekly basis by single point of contact available locally/ Delhi-NCR
5. Deployment Plan
6. Test Scenarios and results

## 4. Technical Specification

Following is the technology that needs to be followed for source code and database development.

1. PHP - Laravel or CodeIgniter Framework
2. Open Source CMS- example Drupal(Optional) etc.
3. Database- PostgreSQL/ My SQL

## 5. Important Dates

| Sr. No. | Event                        | Schedule Date                          |
|---------|------------------------------|--|
| 1       | Submission of Queries if any | 31 <sup>st</sup> August, 21 3:00 PM    |
| 2.      | Response to queries          | 5 <sup>th</sup> September, 21          |
| 3.      | Submission of Proposal       | 10 <sup>th</sup> September, 21 3:00 PM |

## 6. Proposal and Evaluation

Agencies are requested to submit the proposal based on the above-mentioned scope of work. Respondents must submit one (1) set of hard copy only of their response to designated point of contact by the date and time specified. Proposal submitted after the submission time will be rejected.

Proposal will be evaluated based on the following criteria's

### A. Technical Scoring Criteria

| Sr. No. | Technical Scoring Criteria   | Points     |
|---------|--|------------|
| 1       | Experience of past projects handled in same technology & Domain (Provide details of 3 projects)            | 20         |
| 2       | Expertise in technology mentioned in technical specification (Projects handled in the technology)          | 30         |
| 3       | Number of relevant technical resources proposed for the project- (Details of resources needs to be shared) | 20         |
| 4       | 3 Website proposed template to be shared.  | 30         |
| 5       | <b>Total</b>   | <b>100</b> |

### B. Financial Quotation

| Sr. No. | Financial Scoring Criteria   | Cost (in Rs.) |
|---------|--|---------------|
| 1       | Cost of development of the Website   |               |
| 2       | Annual maintenance cost of the website per year  |               |
| 3       | Hosting Charges for the Website per year (Domain name and DNS is owned and Managed by Unitech) |               |

Final score will be arrive based on QCBS (Quality and Cost based evaluation system) - 60:40 (Technical: Financial). Bidders scoring 70 or above in technical proposal will be qualified for financial proposal opening.

The agencies shall submit the bid in a sealed envelope containing two separate sealed envelopes consisting of (I) Technical Bid and (II) Financial Bid, clearly subscribing so and the two envelopes shall be kept in another single sealed envelope and duly super scribed.

## 7. Documents to be Submitted as Technical Bid

1. Reference document of the work/projects that shown under experience.
2. CV of the technical resources.
3. Three (3) Website proposed templates.

## 8. Duration of Project and Payment schedule

The website development is expected to be completed in 6 months. The first version with all mandatory functionalities shall be made operational in 3 months. All other functionalities including project related data etc. to be completed in another 3 months. Once all functionalities as specified is completed AMC for the website will commence.

| S. No | Milestone  | Payment schedule  |
|-------|--|---|
| 1.    | Launch of 1 <sup>st</sup> Version of Website in 3 months | 30% of the total development charges  |
| 2.    | Launch of Complete version of Website in 6 months        | 50% of the total development charges  |
| 3.    | Successful running of Website for 3 months post launch   | 20% of the development charges  |
| 4.    | Annual maintenance cost of website                       | To be paid 6 monthly in two installments. First installment to be paid after Milestone 3. |
| 5.    | Hosting Charges of Website per year                      | Paid along with Milestone 2.  |

## 9. Designated Point of Contact

Single point of contact and the delivery point for responses and correspondence is:

Tanmoy Prasad (GM-IT)  
 Unitech Limited  
 8<sup>th</sup> Floor, Tower B  
 Signature Tower, South City -1  
 Gurugram -122007  
 Tanmoy.prasad@unitechgroup.com (9899322257)

Note: -

1. Unitech has reserve the rights to cancel the selection process without giving any reasons at any point of time.
2. The selected agencies /firm have to enter into an agreement with Unitech incorporating deliverable, service level. Payment terms etc.

## Annexure - I

### Functional Specification:

#### 1. Home Page shall have following sections:

- About Us
- Contact Us
- What's New/News
- Investor Relations
- Project
- Allottee ledger accounts- Link to View Ledger account system
- Revised payment Plan of balance Receivable
- Residential units for sale - Inventory & details
- Commercial unite for sale - Inventory & details
- Non project Land Assets ( Under Charge of - FII/Banks/ARC )
- Non Project Land assets for sale
- Projects Assets for sale
- Other assets for sale

2. **About Us** - This section shall have further pages related with - The Company, Board of Directors, CSR, our achievements and Code of Conduct.

3. **What's New/News** - This shall be a scrolling box where all the news/events are posted. Further lthere shall be provision to ink documents with an individual item to What's New/News . These shall be driven by CMS and we shall have interface to add, modify and delete an item in What's New/News. The scrolling box shall be at prominent place on the portal.

4. **Investor Relations** - This section will have following sub-sections

- |   |  |
|---|--|
| - Secretarial Compliance Reports                    | - Unpaid / Unclaimed Amt.  |
| - General Meetings - Voting Results & Proceedings   | - Disclosures- Under Regulation 30 of SEBI (Listing Obligations & Disclosure Requirements) |
| - Composition of Various Committees                 | Regulations, 2015  |
| - Financial Results- Unitech Limited- Subsidiaries  | - Contact Us   |
| - Annual Reports                                    | - Transfer of Shares to IEPF Authority   |
| - Shareholding Pattern                              | - Newspaper Publication  |
| - Notice  | - Postal Ballot  |
| - Corporate Governance - Codes & Policies           |  |
| - Prohibition of Insider Trading - Codes & Policies |  |

**4. Project** section will have

- In total there are nearly 96 projects for which pages are to be created.
- Each project shall be based on Type of Project, Location, Name of Project. Each Project shall have project description page, Execution Plan, Picture Gallery and status.
- Type of projects can be residential - Flat, Villa, Plot, Floor. Commercial- Office, Commercial-Shop
- There shall be provision on the portal to update the status and add photos to picture gallery on regular basis. On viewing status, the user shall be shown current status of the project along with its photos

**5. Residential units for sale - Inventory & details** - Shall have provision to upload the inventory details. A proper structure shall be formulated for view, search and link to purchase page.

**6. Commercial unit for sale - Inventory & details** - Shall have provision to upload the inventory details. A proper structure shall be formulated for view, search and link to purchase page.

**7. Non project Land Assets ( Under Charge of - FII/Banks/ARC )** - Shall have provision to upload Non project Land Assets. A proper structure shall be formulated for view, search and link to purchase page.

**8. Non Project Land assets for sale** -Shall have provision to upload Non project Land Assets. A proper structure shall be formulated for view, search and link to purchase page.

**9. Projects Assets for sale** - Shall have provision to upload project Land Assets. A proper structure shall be formulated for view, search and link to purchase page.

**10. Other assets for sale** - Shall have provision to upload Other Assets. A proper structure shall be formulated for view, search and link to purchase page.

*Requirements listed above is indicative to give fair idea of size of the website. However, more sections/ pages may get added during development phase. Bidders shall keep in mind such additions while estimating the cost.*