मध्यप्रदेश राज्य दंत परिषद्

MADHYA PRADESH STATE DENTAL COUNCIL

(STATUTORY BODY, GOVT. OF MADHYA PRADESH)

Office at: 101, Royal House, 11/3, Ushaganj Main Road, Indore 452001

Ph: 0731-2701944, website: www.mpstatedentalcouncil.com, E-mail: registrarmpsdc@gmail.com

No. 13(3)MPSDC/25/44 Indore dated 07/12/2025

QUOTATION CALL NOTICE

FOR

DESIGN, DEVELOPMENT, AND MAINTENANCE OF ONLINE REGISTRATION AND RENEWAL MANAGEMENT SYSTEM

OF

MADHYA PRADESH STATE DENTAL COUNCIL

(BY SEALED QUOTATION)

The Madhya Pradesh State Dental Council (MPSDC) is a statutory body established under the provisions of the Dental Council of India Act, 1948. The MPSDC regulates the dental profession in the state and ensures that dental professionals adhere to the ethical and professional standards set by the Dental Council of India.

The MPSDC seeks to develop a new website that will be informative, user-friendly, and accessible to all stake holders, including dental professionals, patients, and the general public. **Sealed quotations are hereby invited from experienced and qualified firms to design, develop, and maintain the MPSDC website.**

07/01/26.

Registrar
M.P. State Dental Council
Indore

TERMS AND CONDITIONS

1. Persons submitting quotation must go through the terms and conditions carefully and understand them before submitting their quotation. No lapse in this regard will be entertained later.
2. A bidder participating in the procurement process shall possess the following minimum pre-qualification/eligibility criteria·

S.No.	Basic Requirements	Specific Requirements	Documents Required
1.	**Legal Entity**	The bidder should be a company registered under the Indian Companies Act 1956 OR A partnership firm registered under the Indian Partnership Act, 1932. OR A Limited Liability Partnership registered under Indian Limited Liability Partnership Act,2008 OR A Proprietorship firm registered under the Shops & Commercial Establishments Act, 1958 or a similar Act of any other State/Union, as applicable	Copy of Certificate of incorporation/ Certificate of Registration
2.	**Financial:**	The net worth of the bidder as per the last published balance sheet on 31-03-2025 should be Positive.	CA Certificate with CA's Registration Number & Seal
3.	**Tax registration and clearance**	The bidder should have a registered number of 1. GST where his business is located 2. PAN Number	• GST registration Certificate/Number • Copies of PAN
4.	**Mandatory Undertaking**	Bidder should:- a) Not be in solvent, in receivership, bankrupt, or being wound up, not have its affairs administered by a court or a judicial officer, not have its business activities suspended, and must not be the subject of legal proceedings for any of the fore going reasons;	A Self Certified letter as per Annexure-Self-Declaration

		b) Not have, and their directors and officers been Convicted of any criminal offense related to their professional conduct or the making of false statements or misrepresentations as to their qualifications to enter into a procurement contract within a period of three years preceding the commencement of the procurement process, or not have been otherwise disqualified according to debarment proceedings; c) Not have a conflict of interest in the procurement.	

3. An EMD of **Rs.10000/- (Rupees ten thousand** only) should be paid through online to the Bank details as follows: -

Bank Name: State Bank of India
Account Number: 34496418533
Account Name: M.P. State Dental Council.
IFSC Code: SBIN0030359

The EMD paid will be adjusted against the security deposit in respect of the successful quotation and the EMD in respect of the unsuccessful quotation will be refunded. 5%ofthe quoted value shall be remitted as SecurityDepositwithin7days from the date of communication of the approval of the quotation.

4. Quote the rates for the entire work process and to maintain the same for Five years (Any corrections /modifications as and when required should be done free of cost).

5. The quotation should be submitted in the prescribed proforma along with the undertaking and all relevant certificates and documents as mentioned in the Annexures. Incomplete proforma and failure to enclose the necessary documents, will lead to rejection of the quotation.

6. The Website should be ready to host within 50 working days from the date of communication of the quotation approval.
7. The website developer must be competent enough to solve any issue raised from time to time within 24 hours.

8. The rate quoted/ negotiated shall be final for the contract period. Selected firm/agency has to sign a MOU with Madhya Pradesh State Dental Council with an agreed terms and conditions prior to work order.

9. Quotation should be sent in a sealed cover super scribed **"QUOTATION FOR DESIGN, DEVELOPMENT AND MAINTENANCE OF ONLINE REGISTRATION & RENEWAL MANAGEMENT SYSTEM OF MPSDC".** It shall enclose two sealed separate covers titled **"TECHNICAL BID FOR MPSDC"&"FINANCIAL BID FOR MPSDC",** respectively.

10. Quotation shall reach the **Registrar, Madhya Pradesh State Dental Council, # 01- First Floor, Royal House. Ushaganj Road, Indore - 452001 up to 05.00 PM on 21/01/2026 by speed post. One copy can be mailed to** presidentmpsdc@gmail.com **and** registrarmpsdc@gmail.com.

11. The Quotations received after the due date & time will not be accepted.

12. Technical Bids will be scrutinized by the Executive committee of MPSDC and the eligible quotations will be short listed for financial bid opening. The financial bid will be opened in presence of the Authorized representatives on specified date and time which will be intimated to the concerned applicants.

13. Madhya Pradesh State Dental Council shall have the right to accept / reject any of the quotations without assigning any reasons thereof.

14. Basing on previous performances, both the parties can go for the mutual negotiation for further extension of services with a negotiated price after completion of contract.

15. Either of the parties can terminate the contract by giving six-month notice in advance to other party.

16. Case of violation of any of the terms and conditions mentioned above, the Earnest Money/ Security Deposit of the successful bidder(s) shall be forfeited and the quotation shall be canceled.

17. Any attempt, direct or indirect, to cast influence, negotiate on the part of the bidder with the official/authority to whom he will submit the quotation or the quotation accepting official/ authority before the finalization of quotations will render the quotation liable for rejection.

18. Any legal dispute will be subject to Madhya Pradesh Jurisdiction.

Registrar

M.P. State Dental Council

Indore

TECHNICAL SPECIFICATIONS FOR THE WEBSITE DESIGN, DEVELOPMENT, AND MAINTENANCE.

- Design and development of a new website that is responsive, visually appealing, and easy to navigate.
- Only approved content must be hosted in the website by the Competent Authority.
- Integration of all necessary functionalities such as online registration, online renewal, and any other related services.
- Creation of a database to store all relevant information related to dental professionals, including their registration status, disciplinary actions, and continuing education credits and any other relevant information.
- Integration of social media channels to promote the MPSDC activities and events.
- Integration of SMS gateway and TRAI approval should be obtained in the stipulated time.
- Development of a secure online payment system for registration, renewal and other fees.
- Provision of web hosting and maintenance services for a period of FIVE years in total.
- Development of user manuals and training materials for MPSDC staff to manage and update the website. Sufficient training shall be provided to MPSDC Staffs to handle the website.
- Compliance with all applicable laws and regulations related to data privacy and security with SSL certification.
- The Data should be doubly protected and backed up properly.

SCOPEOFWORK

Madhya Pradesh State Dental Council will be utilizingInformation and communication technologies (ICT) effectively. This is to be achieved through the computerization and automation of the Registration Process, Good standing certificate Application, Renewal Process, and Certificate /Smart ID Card generation and KYC card at Madhya Pradesh State Dental Councilportal. Our Online Portal will allow users to apply online for various services like Registration Certificate, Renewal of Registration, and other allied services. To maintain/ develop a Content Management System based dynamic website and related application portals which is clutter free, engaging, and user friendly. It should be rich in content which is easily downloadable, such as high- Registration & Renewal and other multi-media content that is compatible with all modern digital platforms.

(i) Online Application for Registration/Renewal of Registration.
(ii) Online Uploading of personal , Educational and Mandatory Documents.
(iii) Online Fee Payment via UPI, Debit/Credit Card or Net banking.
(iv) Certificate/Smart card generation/KYC cards.

(v) Online Renewal Facility

(vi) Admin's Authentication entry for approval

(vii) Online Reporting Facilities

(viii) Login facility for all registered practitioners

(ix) Online Receipt History

(x) Application for Good Standing Certificate

Website Features

1. **Secure Login:**

   - ❖ Admin section must be protected by user name and password and using proper encryption.

   - ❖ At data base level also password should be stored in encrypted format.

   - ❖ After 3 consecutive wrong attempts the password should be reset and new password would be sent to administrator through email.

2. **Links:** The Administrator shall possess the capability to create and remove links related to English content on the website at any time and from any location.
   The management interface shall be intuitive and sufficiently simplified to permit operation by personnel with basic data-entry skills.
   Three distinct categories of links shall be supported:

   - **File:** Linking to documents such as PDF, DOC, JPG, etc.
   - **URL:** Linking to external websites.
   - **Content:** Static information entered through a rich-text editor.

The Administrator shall additionally have the authority to define and modify the display order of links appearing on the website.

3. **Page Title:** For every link created, the Administrator shall assign an appropriate page title.

   a. **Link Validity:** The Administrator shall specify the expiry date and time for each link. In the absence of such specification, the link shall be treated as non-expiring by default.

      (i) **Ownership:** For each content item, the Administrator shall record the source and ownership details.

      (ii) **Meta Data:** The Administrator shall define, update, and maintain all requisite metadata associated with each content item.

b. Content Structure: The Administrator shall be empowered to establish a flexible hierarchical structure for website links.

A link may be designated as:

- a primary (main) link,
- a sub-link under another link, or
- a second-level sub-link,

Thereby facilitating comprehensive structural flexibility.

c. Feedback Management System: The Administrator shall be able to view feedback submitted for a specified date or for any selected period.

The system shall enable the Administrator to send responses, which shall be automatically delivered to the respective visitor's email address

Feedback shall be classified into the following categories:

- General
- Content-Specific
- Department/Section-Specific

For department/section-specific feedback, the Administrator shall define the sections and corresponding email addresses. Feedback pertaining to a specific section shall not only be viewable by the Administrator but shall also be automatically forwarded to the designated section email.

d. Circulars: The Administrator shall have the facility to add, edit, or delete categories, and to upload, modify, or remove documents associated with each category.

e. Photo Gallery: Through this module, the Administrator shall be able to create or update categories and to add, delete, or modify photographs within each category.

f. Downloads: The Administrator shall have full authority to add, update, or remove files included in the Downloads section.

4. Implementation Approach

1. Upon issuance of the Work Order, the Developer shall prepare and submit three distinct website layout prototypes for approval.

   The Developer shall undertake complete website setup/installation and shall provide all website content, user manuals, and maintenance guidelines in a portable storage device (pen drive).

   Any modifications recommended by the competent authority regarding the layout shall be duly incorporated.

2. Subsequent work shall commence only after receipt of formal approval. All development activities shall adhere strictly to cyber security standards and guidelines. The Developer shall convert and update all existing website content in accordance with the Government of India Website Guidelines, inclusive of all PDF and HTML documents. Upon completion of compliance activities, the upgraded website shall be formally launched.

Penalty Clause

If any complaint regarding lack of services is received by Madhya Pradesh State Dental Council, then the contractor will be charged a financial penalty of Rs.1000/- per delay of work. If the contractor does not respond to the complaints/malfunctioning report in written communication/email for more than 2 working days, then the contractor will be charged a financial penalty of Rs.1000/- per complaint. In case of frequent complaints, the financial penalty that will be decided by Madhya Pradesh StateDental Council will be imposed and the contract of the firm will be terminated based on poor performance. In case of any leakage of data, a financial penalty that will be decided by Madhya Pradesh State Dental Council will be imposed upon the service provider and the contract may be terminated with immediate effect.

ANNEXURE-1
TECHNICALBID

Note:

(i) The technical bid shall be submitted as per following format including all annexures.

(ii) To be submitted in company letter pad with company seal and signature of Authorized Person.

(iii) All pages should bear the signature and seal.

(iv) To been closed in a separate sealed cover titled "TECHNICAL BID FOR MPSDC"

Name of the applicant/authorized

person Name of the company

Address

Contact

number

E-mail ID

License registration no., & valid up

to Company Website URL

Whether you have read and understood all the contents and terms &conditions
Of the Quotation Document Yes/No

Seal and Signature of Authorized Person

Fill up the following details

Project ScheduleTimeline (Maximum30days) After the issue of the Work Order

S.No.	Activity	Start Date	End Date
1.	Preparation of 3 Sample Layouts		
2.	Finalization of layout		
3.	Project Initiation		
4.	Website Functionality Presentation		
5.	Approval of functionality		
6.	Content incorporation		
7.	Web Guidelines Audit		
8.	Security Audit & submission		
9.	Web Site uploading & Launch		

Seal and Signature of Authorized Person

Enclosures:

Sl. No.	Checklist	Whether submitted
I.	Acceptance Certificate stating that the bidder has read and accepts to comply with all the terms and conditions mentioned in the bid Document as per annexure- 3 (To be submitted in company letter head with seal and signature)	
2.	Valid registration certificate as mentioned in eligible criteria.(self-Attested copy)	
3.	The bidder shall have proven and continuous experience in the design development implementation hosting server administration security management and long-term maintenance of large-scale web portals exclusively within the dental domain including deployment and maintenance at Government or State Data Centres Experience in generic healthcare or non-dental portals shall not be considered. The bidder must submit a minimum of six (6) authenticated work experience certificates comprising at least three (3) issued by Statutory Dental Councils and three (3) issued by recognized Dental Societies/Associations Each certificate must clearly specify the scope of work duration of engagement, and data centre / hosting environment. The certificates shall collectively demonstrate a minimum of ten (10) years of relevant experience in delivering and maintaining live dental-domain web portals including core functions such as registrations examinations payments certifications data security, and server maintenance at Government or State Data Centres. Only experience from portals that were operational and actively used during the contract period shall be considered The Client reserves the right to verify the authenticity of certificates and conduct reference checks with the issuing authorities.	
4.	Proof for prior experience in hosting website in educational/ government /Dental Sectors (Work orders should have been closed) (self-attested copy)	
5.	Satisfactory project/job completion certificate issued by the concerned authority with respect to Dental council's Website hosting and Maintenance at state data centers (self-attested copy)	
6.	GST Registration certificate. (self-attested copy)	
7.	Copy of the PAN card.(self-attested copy)	
8.	CA Certificate with CA's Registration Number/Seal	
9.	Bidder's authorization certificate as per anncxure-4	

10	A Self Certified letter as per Annexure-5, Self-Declaration	

Seal and Signature of Authorized Person

ANNEXURE-2

FINANCIAL BID

Note:

(i) To be submitted in company letter pad with company seal and signature of authorized Person.

(ii) To been closed in a separate sealed cover titled "FINANCIAL BID FOR MPSDC"

S.No.	COMPONENTS	COST
1.		
2.		
TOTAL		
Total (in words)		

Seal and Signature of Authorized Person

ANNEXURE-3

QUOTATION ACCEPTANCE LETTER

{To be filled by the bidder}

Date:_____

To

The Registrar,

Madhya Pradesh State Dental Council

Sub: Acceptance of Terms & Conditions of quotation.

Dear Sir,

1. I/We have downloaded the quotation documents (s) for the above-mentioned 'Work' from the designated website.
2. I/We hereby certify that I/we have read the entire terms and conditions of the quotation documents. (Including all documents like annexure(s), schedule(s), etc.), which form part of the contract agreement and I/we shall abide hereby by the terms/conditions/clauses contained therein.
3. The corrigendum(s) issued from time to time by your organization too has also been taken into consideration while submitting this acceptance letter.
4. I/We hereby unconditionally accept the quotation conditions of above-mentioned quotation document(s) / corrigendum(s) in its totality/ entirely.
5. Incase any provisions of this quotation are found violated, your organization shall be at liberty to reject this bid including the forfeiture of the full said earnest money deposit absolutely and we shall not have any claim/right against the organization in satisfaction of this condition.

Yours Faithfully,

Signature:-

Name:-

Address:-

ContactNo:-

ANNEXURE-4

BIDDER'S AUTHORIZATION CERTIFICATE

{To be filled by the bidder}

To

The Registrar,

Madhya Pradesh State Dental Council.

I/We {Name/Designation} hereby declare/ certify that {Name/ Designation} is hereby authorized to sign relevant documents on behalf of the company/firm in dealing with MPSDC letter No……dated…….. He/ She is also authorized to attend meetings & submit technical & commercial information/ clarifications as may be required by you in the course of processing the Bid. For validation, his/her verified signatures are as under.

Thanking you,

Name of the Bidder:-

Signature Authorised Signatory: Verified

- Seal of the

Organization:-

Date:_____Place:__

ANNEXURE-5

SELF-DECLARATION

{To be filled b ythebidder}

To

TheRegistrar,

Madhya Pradesh State Dental Council

In response to the MPSDC letter. No._____dated_____for {Project Title}, as an Owner/Partner/Director/Auth. Sign. of_____, I/We hereby declare that presently our Company/firm_____, at the time of bidding: -

a) Possess the necessary professional, technical, financial, and managerial resources and competence required by the Bidding Document issued by the Procuring Entity;
b) I have fulfilled my/our obligation to pay such of the taxes payable to the Union and the State Government or any local authority as specified in the Bidding Document;
c) Is having an unblemished record and is not declared in eligible for corrupt & fraudulent practices either in definitely or for a particular period by any State/Central Government/PSU/UT.
d) Does not have any previous transgressions with any entity in India or any other country during the last three years
e) Does not have any debarment by any other procuring entity
f) Is not insolvent in receivership, bankrupt or being wound up, not have its affairs administered by a court or a judicial officer, not have its business activities suspended, and is not the subject to legal proceedings for any of the foregoing reasons;
g) Does not have, and our directors and officers not have been convicted of any criminal offense related to their professional conduct or the making of false statements or misrepresentations as to their qualifications to enter into a procurement contract within a period of three years preceding the commencement of the procurement process, or not have been otherwise disqualified under debarment proceedings;
h) Does not have a conflict of interest as mentioned in the bidding document which materially affects the fair competition.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken as per the provisions of the applicable Act and Rules there to prescribed by Govt. of MP, my/ our security may be forfeited in full and our bid, to the extent accepted, may be canceled.

Thanking you,

Name of theBidder: -
Authorized Signatory: -
Seal of the Organization:

Date: Place: