



GOVERNMENT OF ASSAM
SECRETARIAT ADMINISTRATION (ESTT.) DEPARTMENT
DISPUR :: GUWAHATI-6

Block-A, Ground Floor, Janata Bhawan, sad.assam@gov.in, sad.assam.gov.in

No. S(E)84/2018/313

Dated Dispur, the 05th December, 2019.

From : Dr. M. Angamuthu, IAS,
Commissioner & Secretary to the Govt. of Assam,
Secretariat Administration Department,

To : The Principal Secretary/Commissioner & Secretary/Secretary to the Govt. of
Assam.
..... Department.

Sub : Matters related to **Updation of existing Websites and Development of
new Websites.**

Sir/Madam,

With reference to the subject cited above, I am to inform the following-

1. The content of the existing Websites of the parent Department and its Organizations using the Standardized Website Framework of Government of Assam under e-Prastuti needs regular updation for optimum Government-Citizen communications and transparency of information. It is seen in most of the Websites that information related to Directorates/ Corporations/ any other Organization under the parent Department is not available in the Website(s) although the linkages between the Department and its Organizations are provided in the e-Prastuti platform.
2. There are Content Managers in every Department identified from Employees within the Department for content updation.
3. It is to be mentioned here that the **Agencies empanelled by Secretariat Administration Department for Development of Department/ District Websites under e-Prastuti pertains only to new website development and not for any matter related to Annual Maintenance Contracts (AMC).**

The **Notification for Empanelment of Technical Agencies for Development of Websites using the Standardized Website Framework of Government of Assam** is enclosed as **Annexure 1**.

This is for favour of your kind information and needful action.

Yours faithfully,

Sd/- Dr. M Angamuthu, IAS,
Commissioner & Secretary to the Govt. of Assam,
Secretariat Administration Department


Dated Dispur, the 05th December, 2019.

Memo No.S(E)84/2019/313-A

Copy to:-

1. S.O to Chief Secretary to the Govt. of Assam for kind appraisal of Chief Secretary.
2. P.S. to Commissioner & Secretary to the Govt. of Assam, Secretariat Administration Department for kind appraisal of the Commissioner & Secretary.
3. P.A. to Secretary to the Govt. of Assam, Secretariat Administration Department for kind appraisal of the Secretary.
4. The SIO, NIC, Assam.
5. Office copy.

By order etc.,


Secretary to the Govt. of Assam,
Secretariat Administration Department.



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SECRETARIAT ADMINISTRATION (ESTT.) DEPARTMENT
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NOTIFICATION

No. S(E)84/2018/304

Dated Dispur, the 04th October, 2019.

Subject: Empanelment of Technical Agencies for Development of Department/ District Websites and Web-enabled services using the SWF of Govt. of Assam under ePrastuti.

The following Technical Agencies are hereby empanelled with the Secretariat Administrative Department, Govt. of Assam, for development of Department/ District websites and Web-enabled services using the Standardized Website Framework (SWF) of Government of Assam under ePrastuti.

1. Web.com (India) Pvt. Ltd.
2. Luminous Infoways Pvt. Ltd.
3. Gemini Consulting & Services Ind. Pvt. Ltd.

The above empanelment is based on the finalization of the NIT floated vide No.S(E)84/2018/220 dated 04-07-2019. This empanelment will be valid for an initial period of 2 (two) years i.e. up to September, 2021, which can be extended for another one year through mutual consent.

While developing their websites, the concerned Department/District will follow the following process-

- (a) Departments/Districts shall consult the Website Development Cell (WDC) constituted for the purpose of Standardization of Government Websites for finalization of their respective website requirements before inviting the financial proposals. Department shall ensure necessary budgetary provisions for the purpose.
- (b) Departments/Districts shall invite separate commercial proposals from empanelled Technical Agencies as per the standard practice for bidding. The requirement of the Department/District shall be informed to the Technical Agencies while seeking the commercial proposal. The WDC may be consulted while preparing the commercial proposal (not for preparing the proposal but in evaluation).
- (c) The commercial proposal may be evaluated using due norms and guidelines.
- (d) Consequent upon finalization of commercial proposal, the contract may be awarded to the selected Technical Agency.
- (e) The concerned Department and WDC shall ensure that the website content strictly conforms with the .GOV.IN policy and IT Act of India.
- (f) Release of payment towards the contract shall be subject to certification by WDC that the website so developed confirms to the Standardized Website Framework established for the Govt. of Assam.
- (g) All applicable financial guidelines must be strictly adhered to for all tender process.
- (h) The other terms and conditions for the development of websites can be incorporated in draft RFQ to be floated by the department for selection of agency.

Sd/- Dr. M. Angamuthu, IAS
Commissioner & Secretary to the Govt. of Assam
Secretariat Administration Department


Memo No. S(E) 84/2018/304-A

Dated Dispur, the 04th October, 2019.

Copy to:

1. The S.O. to the Chief Secretary, Assam for kind information of the Chief Secretary, Assam.
2. All Additional Chief Secretary/Principal Secretary/Commissioner & Secretary/Secretary of all Departments for kind information and necessary action.
3. P.S. to Commissioner & Secretary to the Govt. of Assam, Secretariat Administration Deptt. for kind information of Commissioner & Secretary.
4. P.S. to Secretary to the Govt. of Assam, SA Deptt. for kind information of the Secretary.
5. The State Informatics Officer, National Informatics Centre, Dispur, Ghy-06 for information.
6. MD, AEDCL (AMTRON) for information.
7. Shri T. K. Gogoi, Sr. Technical Director, NIC, Dispur, Ghy-06 for information.
8. sad.assam.gov.in
9. Office copy.

By Order etc.,


Joint Secretary to the Govt. of Assam,
Secretariat Administration Department

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