

## Minutes of Meeting

**Minutes of meeting on Pre-bid meeting on Annual operation maintenance and up-gradation of existing website of NKDA with cloud Hosting in dedicated server for New Town Kolkata Development Authority**

**Date:** Thursday, 17<sup>th</sup> February 2022

**Location:** 3<sup>rd</sup> Floor conference room, NKDA Administrative Building

**Present:**

Sl no	Name	Designation
1	Shri Sadhan Majumder	Executive Engineer (E), NKDA
2	Shri Pritam Thakur	System Manager, NKDA
3	Shri Bikash Barma	SSP, NKDA
4	Soumya Ghosh	Sr. Consultant – IT & eGov
5	Soubhik Mahata	Manager-Business Development
6	Manajit Mukherjee	BDM

**After detailed discussion following points are included in the scope of work:**

Sl No	Item	Remarks
1	<b>Trade License showing office in Kolkata</b>	Regarding register office of Kolkata intending bidder may submit the Trade License showing office address in Kolkata or any Govt supporting document office address in Kolkata.
2	<b>Rate contract for adding new page (Static) &amp; Rate contract for adding new page (Dynamic)</b>	L1 bidder will be selected on the basis of lowest on summation of all items in the BOQ as mentioned in Financial Bid.
3	<b>Dedicated Server</b>	Intending bidder may use the existing Dedicated Cloud Server or may use the any other Dedicated Cloud Server which is listed under MeitY
4.	<b>SSL Certificate</b>	Renewal of SSL is under the scope of bidder.

Other terms and conditions of NIQ is remain same.

Sd/-

**Executive Engineer (E)**

New Town Kolkata Development Authority

**Memo No: 1204 /1(2) NKDA-14019/1/2021-IT SEC(NKDA)-NKDA Date:18.02.2022**

Copy forwarded for the information to:

1. PA to Chairman, NKDA.
2. PA to CEO, NKDA

Sd/-

**Executive Engineer (E)**

New Town Kolkata Development Authority