

Invitation to Tender

Tumas Group would like to invite you to submit sealed proposals for the redesign of two corporate websites, namely: tumas.com, and tumasgaming.com, in order to:

- Enhance the customer experience;
- Enable internal staff to keep the site updated;
- Attract more customers / business.

The terms and conditions of the tender / supplies are given below.

1. Contracting Entity – Tumas Group Co. Ltd.

You are required to send your sealed tenders to:

Address: Group Purchasing, Tumas Group, Level 3, Portomaso Business Tower, Portomaso. PTM 01.

Telephone number: (+356) 23102401

Email: purchasing@tumas.com

Tenders received after stipulated date and time shall not be considered.

The Prices quoted must be net of discounts and inclusive of all taxes, which should be shown separately.

The Prices mentioned in the tender will be treated as firm till the completion of Purchase Order / Contract.

2. Objective of the Contract

Interested parties are to submit their proposals by completing the form. Please also provide the following:

- Company description;
- Portfolio of past projects;
- Sample site being proposed (if possible);
- Breakdown of costs for any other items which may not be listed in the form;
- Proposed Timeline.

3. Financial and Technical Information

3.1.Entry Qualifications

Companies submitting one or more tenders need to outline the track record in this business segment and demonstrate that they are capable of committing to a cost effective service.

3.2.Award Criteria

The most economically and technically advantageous tender in terms of the criteria stated in the invitation to tender, shall be selected. Tumas Group reserves the right to accept or reject any or all proposals, and/or to divide business among more than one tenderer. Tumas Group reserves the right to refuse even the most advantageous offer.

4. Time limit

Time limit for receipt of tenders is 12 May 2017.

Description	Required	Optional	Available	Cost
<ul style="list-style-type: none"> • Accessibility: <ul style="list-style-type: none"> ○ The site needs to have an adaptive interface for viewing on: <ul style="list-style-type: none"> ▪ Personal Computers ▪ Smartphones ▪ Tablets 	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>			
<ul style="list-style-type: none"> • Compatibility: <ul style="list-style-type: none"> ○ Needs to be compatible with the most commonly used browsers as follows: <ul style="list-style-type: none"> ▪ Internet Explorer 7 – 11 ▪ Microsoft Edge ▪ Chrome ▪ Firefox ▪ Safari / iPad Safari 	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>			
<ul style="list-style-type: none"> • Management: <ul style="list-style-type: none"> ○ Updating and management for the website needs to be done via CMS (Content Management System) which should provide <ul style="list-style-type: none"> ▪ Access Control restricted by user ▪ Access restrictions to sub-sites based on user / groups ▪ WYSIWYG editing tools for non-technical users ▪ Editing is performed on-line (not off-line and then upload) ▪ Facility to include Pop-up banners ad-hoc including a From / To Display Date ▪ Facility to create forms which can be compiled by visitors and then sent to predefined users within TG. 	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>		
<ul style="list-style-type: none"> • Social Media Integration: <ul style="list-style-type: none"> ○ Inclusion of Social Share Buttons for Twitter, LinkedIn and Facebook ○ Inclusion of Follow us for the above. ○ Registration via Facebook / LinkedIn for the various sections within the site (Ex Vacancies, news etc) 	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>			
<ul style="list-style-type: none"> • Search Engine Optimization: <ul style="list-style-type: none"> ○ Optimized for the most common search engines to improve ranking. 	<input checked="" type="checkbox"/>			

<ul style="list-style-type: none"> • Subscribe Facility: <ul style="list-style-type: none"> ○ Subscribe to sections via e-mail (for those who opt not to use social Media Sign In) 	<input checked="" type="checkbox"/>			
Description	Required	Optional	Available	Cost
<ul style="list-style-type: none"> • News Section: <ul style="list-style-type: none"> ○ Can be updated by Internal users ○ Includes updates from other sections as well (Example an update within the HR Section would still show in the Latest News) 	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>			
<ul style="list-style-type: none"> • Forms: <ul style="list-style-type: none"> ○ Facility to create forms which can be used by clients. 		<input checked="" type="checkbox"/>		
<ul style="list-style-type: none"> • Statistics: <ul style="list-style-type: none"> ○ Statistics on the number of visitors and from which country those are originating 		<input checked="" type="checkbox"/>		
<ul style="list-style-type: none"> • Sections: <ul style="list-style-type: none"> ○ Present Site Structure to be included in the new site with facility to increase ad-hoc. 		<input checked="" type="checkbox"/>		
<ul style="list-style-type: none"> • Site Content <ul style="list-style-type: none"> ○ Present site content to be transferred to the new site and transformed to the new format. 		<input checked="" type="checkbox"/>		
<ul style="list-style-type: none"> • End-User Training 	<input checked="" type="checkbox"/>			
<ul style="list-style-type: none"> • Maintenance Agreement for minor upgrades / modifications etc 	<input checked="" type="checkbox"/>			
<ul style="list-style-type: none"> • Provide min 3 mockups samples 	<input checked="" type="checkbox"/>			

5. Tender Terms & Conditions

- Websites for Tumas Group and Tumas Gaming shall be hosted on the Groups Hostings servers based on a Centos VM.
- Database for the sites shall be MySQL. The company will provide a single user with full permission for each respective database.
- Source Code shall become the property of Tumas Group once the site is Live.
- All Domain names for the group shall be managed by the respective company owning the domain.
- DNS shall be fully managed by the respective company owning the domain.
- The contracted party shall also provide a document containing the site design standards so as to serve as a guideline for future sites (Ex. Fonts, Frame sizes, Logos, Colour tones, etc.).