Tender for hosting of Website on Virtual Private Server (Cloud) with daily backup facility

Reference Number: IT/Website-VPS-2026/001

Tender Date: 30/10/2026 **Last Date: 13/11/2026**

The Institute of Cost Accountants of India is a statutory body set up under an Act of Parliament. The Institute imparts education and conducts qualifying examinations for Cost & Management Accountants and regulates & develops the Cost and Management Accounting Profession.

The Institute invites sealed quotation for 1 Numbers of Virtual Servers (Cloud) only from Microsoft Azure / Amazon AWS / Google Cloud with the following detailed specifications. The Cloud Subscription should be in bidder's name during the entire duration of contract:

Sr. No	Item	Specification	Qty	Frequency
1.	Virtual server (Application Server) with scalability support	Windows Server Latest Edition 8vCPU / 32 GB RAM /1 TB SSD (AWS EBS gp3 / Azure Premium SSD v2) Windows OS License to be provided along with server.	1 No.	Monthly recurring
3.	File Storage	Amazon S3 Bucket, Private Bucket, SSE-S3/SSE-KMS Encryption OR Blob Container, Private Access Container + Firewall/Private Endpoints, Microsoft-Managed Keys (MMK), Customer-Managed Keys (CMK) via Azure Key Vault	1 No.	Monthly recurring
3.	Public IP	Static Public IP for the server	1 No	Monthly recurring
4.	Load Balancer	Layer 4 (TCP/UDP) service that distributes incoming network traffic across backend virtual machines for scalability support	1 No	Monthly recurring
5.	Cloud NAT Gateway	Fully managed, highly resilient service that provides secure, scalable outbound internet access for resources in a private subnet with 200 GB Data processing.	1 No	Monthly recurring
5.	Bandwidth	Internet Bandwidth for Website downloads for size 10 TB GB per month. (***Billing will be calculated on pay as you Go model***)	1 No	Monthly recurring
6.	Monitoring & Governance	Provide monitoring support VM logs and usage with daily logs generated up to size 1 GB.	1 No	Monthly recurring
7.	Standard Antivirus for Cloud	Provides features to detect and respond to active threats targeting specific resources like virtual machines (VMs), containers, databases, and serverless functions using AI and threat intelligence.	1 No	Monthly recurring

Sr. No	Item	Specification	Qty	Frequency
8.	Web Application Firewall	A cloud-based web traffic security service. It protects web applications from common cyberattacks like SQL injections and malicious bots and performs malicious IP Blocking.	1 No	Monthly recurring
9.	Backup	The Standard backup of the server.	1 No	Monthly recurring
10.	VPN Gateway	Standard VPN Gateway to connect on-premises with cloud using Site-to-site or Point-to-site based connectivity.	1 No	Monthly recurring
11.	Keys Management	Cloud service designed to securely store and control access to sensitive information	1 No	Monthly recurring
11.	Managed Services	For the entire environment	1 No	Monthly recurring
12.	Auto- Scaling	The charges for scaling up and scaling down the system as per the load on the server.	1 No	One Time setup
13.	Migration	Migration of ICMAI Website & Database on the proposed server. The Website has been developed on Asp.Net Core & SQL Server.	1 No	One Time

The payment will be made on actual usage (in hours) per month. However, the detailed usage sheet (in hours) must be submitted along with the monthly invoice.

Pre-qualification criteria for the Bidders

The Eligible bidder should satisfy the below-mentioned criteria and should submit valid Documentary evidence for the below mentioned points:

1. The bids are required only from Microsoft Azure / Amazon AWS / Google Cloud.
2. The Bidder should be a company registered in India (Attach a copy of Certificate).
3. The Bidder should be in the business of cloud services for at least 5 years.
4. The bidder should have an average turnover of **INR Five crores** or above during audited financial years 2023-24, 2024-25 and 2025-26 and submit the copy of the audited annual accounts for these years along with the copy of PAN No and GSTIN No.
5. The bidder should have supplied Cloud services in at least three organizations (preferably in Govt. Departments/Ministries/PSU/Autonomous bodies/Private organization) during the last five years. Details of such projects and references to be provided.
6. The bidder must have implemented cloud services from proposed CSP as SI partner / authorized dealers / sales partner of the quoted services.

7. Data Centers offered by CSP should be MeitY (Ministry of Electronics and Information Technology) empaneled and should be in different seismic zone and locations within India.
8. The Bidder should have minimum 50 manpower on Roll out of which 50% of staff has BCA / MCA or B. Tech / BE / M. Tech / M.Sc. degree in the areas of Computer Science / IT / Electronics from the recognized university/ Institution / 5 Years of IT Experience.
9. Bidder should have at least 2 Professional CLOUD certifications on permanent payroll on cloud.
10. **Bidder should provide Technical live presentation of a scalable cloud architecture service at the time of technical evaluation.**
11. The bidder should have existing 24x7 Managed Services Support with at least 5 clients.
12. Bidder should have at least 1 CLOUD competency and 1 practice on cloud. (Certificate of the professional resources should be attached).
13. The CSP must have and certified for ISO 27001, ISO 20000-1:2018, ISO 9001, ISO 27017, ISO 22301, SOC 1, SOC 2 and PCI DSS should be valid as on last date of submission of the bid.
14. The proposed Cloud Service Provider (CSP) should Conform to at least Tier III standard, certified under TIA 942 or Uptime Institute certifications by a 3rd party.
15. All invoices will be paid on actual usage and a detailed usage sheet to be submitted with the monthly invoice.
16. MSMEs are exempted from EMD, however Udyog AADHAR is mandatory for qualification for such cases.
17. **The bidder must submit the Earnest Money Deposit (EMD) of INR One Lakh Only. Performance Security in form of Performance Bank Guarantee (PBG) or e-Bank Guarantee (e-PBG) from a commercial bank or Fixed Deposit Receipt (FDR) from a commercial bank of INR One Lakh Only must be deposited by MSME bidder in case that MSME bidder emerges as the L1 bidder.**
18. The bidder must migrate the website within one week from the date of awarding the contract. In case the bidder fails to completely migrate within the stipulated timelines, the PO issued to the bidder stands cancelled and the Earnest Money Deposit (EMD) of the bidder will be forfeited.
19. The EMD of the successful bidder will be converted to **Performance Security** and the same will be returned after successful completion of one year hosting period.
20. The SLA (Service Level Agreement) shall be signed after awarding the work order. The format will be decided mutually by both the parties.
21. Total size of the website
    - **a.** Website content (including .pdf file and images) around 500 GB and
    - **b.** SQL Server Database Server is around 10 GB.

22. A Minimum testing period of 1 to 2 days should be carried out to test access/speed and connectivity between all components Website, Database, and Network connectivity itself.
23. A minimum training of 1 day for dashboard to monitor usage hours, monitoring database / application parameters to be provided by the vendor to the Institute's personnel.
24. CSP should have the capability to provide insights into access, usage and other metrices via dashboard.
25. System should be capable to provide ability to automatically increase / scale the number of Instances / VMs during demand spikes for few hours /days to maintain optimal server performance.
26. System should be able to provide metering and billing services like VMs, storage, Managed Databases, etc. at hourly granularity. The same will be paid based on the pro-rata basis, the monthly rate and actual usage of the service.
27. Ability to provide a dashboard to department and its nominated audit partner/s for evaluation of different SLA"s - Service level parameters. The full set of service level reports should be available to the department monthly.

General Terms & Conditions:

1. **The bids will be submitted in two bid formats, Technical Bid and Financial Bid. The Financial bids will be placed in a separate envelope** with superscribing as Technical Bid and Financial Bid. On the main envelop please mention "**Tender for hosting of Website on Virtual Private Server (Cloud) with daily backup facility**".
2. **Bids will be submitted physically at the following location**:
   The Institute of Cost Accountants of India
   CMA Bhawan, C-42, Sector 62,
   Noida - 201309
3. **Delivery:** The services will be started immediately after the migration of data.
4. **Backup Support**: Daily backup of entire contents on the Cloud.
5. **Uptime**: 99.5%
6. The quotation and Price must be valid for three months.
7. Taxes shall be paid as applicable and quoted by the bidder. Any other charges should be included in the price quoted. No extra charges shall be payable.
8. Conditional / Incomplete bids shall be rejected.
9. The last date of submission of tender is 13/11/2026 **till 03:30 PM.**
10. The Institute is not bound to accept the lowest tender and reserves the right to cancel any or all the Tenders without assigning any reason thereof.

11. The work order for Cloud Services would be awarded initially for a period of one year, which can be extended for **four more years** on a yearly basis at the same rate and same terms and conditions subject to satisfactory performance and mutual agreement.
12. The bidder will provide the backup of virtual machines once every month, however the bidder will keep the copy of back up with him on daily basis and provide as and when asked.
13. The financial bid should strictly be as per the format at **Annexure – B.**
14. For any further clarification/information please contact Shri Sumit Saxena, Assistant Director, IT Mobile – 9818757440 Email Id: it.ad3@icmai.in on any Working Day (Mon-Friday) during Office Hours.
15. The bidder shall sign and stamp each page of the tender document and submit a duly signed and stamped copy of the complete tender document as an acknowledgement and acceptance of all the terms and conditions stipulated therein.

Payment Terms and conditions:

a. The first payment will be made within two weeks from the date of satisfactory completion of job (migration of website of the Institute over cloud) and receipt of Invoice.
b. All subsequent payments will be made monthly after completion of the billing cycle and receipt of the invoice.
c. All Payments will be made through Electronic Mode to the Bank Account of the selected Tenderer.
d. All invoices will be paid on actual usage and detailed usage sheets to be submitted along with the monthly invoice.

Technical Bid Format (Annexure A)

S.No.	Details Requested	Provide Details	Compliance (Yes/No)
1.	Name of the Company/ Bidder		
2.	Year of Incorporation/ Establishment (at least 5 years of experience)		
3.	PAN No. (copy attached)		
4.	GSTIN (copy attached)		
5.	TAN/ TIN No (copy attached)		
6.	Complete Address (with Phone, Mobile, Email of the contact person)		
7.	Whether provide VPS services at Govt. Departments/ Ministries/ PSU/ Autonomous bodies/private organizations during last five years ending March 2026. (The proof for at least 3 customers is required)		
8.	Turnover for the last three consecutive years (2023-24, 2024-25 and 2025-26) (It should not be less than 5 crore per year attach proof)		
9.	Data Centers offered by CSP should be MeitY (Ministry of Electronics and Information Technology) empaneled and should be in different seismic zone and locations within India.		
10.	The bidder must implement cloud services from proposed CSP as SI partner / authorized dealers / sales partner of the quoted services.		
11.	Provide details of Helpdesk support with the Escalation procedure and matrix for customer complaints.		
12.	The Bidder should have minimum 50 manpower on Roll out of which 50% of staff has BCA / MCA or B. Tech / BE / M. Tech / M.Sc. degree in the areas of Computer Science / IT / Electronics from the		

S.No.	Details Requested	Provide Details	Compliance (Yes/No)
	recognized university/ Institution / 5 Years of IT Experience.		
13.	Bidder should have at least 2 Professional CLOUD certifications on permanent payroll on cloud.		
14.	The bidder should have existing 24x7 Managed Services Support with at least 5 clients.		
15.	Bidder should have at least 1 CLOUD competency and 1 practice on cloud. (Certificate of the professional resources should be attached).		
16.	The CSP must have and certified for ISO 27001, ISO 20000-1:2018, ISO 9001, ISO 27017, ISO 22301, SOC 1, SOC 2 and PCI DSS should be valid as on last date of submission of the bid.		
17.	The proposed Cloud Service Provider (CSP) should Conform to at least Tier III standard, certified under TIA 942 or Uptime Institute certifications by a 3rd party.		
18.	RTGS & Bank Account Details along with cancelled cheque		
19.	Any other details		

Declaration: I / We declare that the information given above is true to the best of my/our knowledge. I / we also understand that if at any stage it is found / noticed by the Institute that any information thus provided by me / us is untrue / incorrect partly or fully and in case of receipt of adverse /unsatisfactory report from other clients/Institutes, the Institute may take any appropriate action against me/us.

Signature:

Name of the Authorized Signatory:

Name of the Company/Firm:

Contact No.: **Seal of the Company/Firm:**

Financial Bid Format (Annexure - B)

Sr. No	Item	Specification	Maximum Qty per month	Unit Price (in INR)	Total per month (in INR)
1.	Virtual server (Application Server) with scalability support	Windows Server Latest Edition 8vCPU / 32 GB RAM /1 TB SSD (AWS EBS gp3 / Azure Premium SSD v2) Windows OS License to be provided along with server.	730 hours		
2.	File Storage	Amazon S3 Bucket, Private Bucket, SSE-S3/SSE-KMS Encryption OR Blob Container, Private Access Container + Firewall/Private Endpoints, Microsoft-Managed Keys (MMK), Customer-Managed Keys (CMK) via Azure Key Vault	1 No.		
3.	Public IP	Static Public IP for the server	1 No		
4.	Load Balancer	Layer 4 (TCP/UDP) service that distributes incoming network traffic across backend virtual machines for scalability support	1 No		
5.	Cloud NAT Gateway	Fully managed, highly resilient service that provides secure, scalable outbound internet access for resources in a private subnet with 200 GB Data processing.	1 No		
6.	Bandwidth	Internet Bandwidth for Website downloads for size 10 TB per month. (Specifically mention per TB charges and also mention free bandwidth per month) (***Billing will be calculated on pay as you Go model***)	1 No		

Sr. No	Item	Specification	Maximum Qty per month	Unit Price (in INR)	Total per month (in INR)
7.	Monitoring & Governance	Provide monitoring support for application & database VM logs and usage with daily logs generated up to size 1 GB.	1 No		
8.	Standard Antivirus for Cloud	Provides features to detect and respond to active threats targeting specific resources like virtual machines (VMs), containers, databases, and serverless functions using AI and threat intelligence.	1 No		
9.	Web Application Firewall	A cloud-based web traffic security service. It protects web applications from common cyberattacks like SQL injections and malicious bots and performs malicious IP Blocking.	1 No		
10.	Backup	The Standard backup of the server.	1 No		
11.	VPN Gateway	Standard VPN Gateway to connect on-premises with cloud using Site-to-site or Point-to-site based connectivity.	1 No		
12.	Keys Management	Cloud service designed to securely store and control access to sensitive information	1 No		

#L1 will be decided on total amount.

Total Cloud Solution Provider Charges: (in Rupees)		
Total Managed Service Provider Charges:	**%**	
Total Charges (in Rupees)		
GST (18%)		
Total monthly value including GST:		

S No	Item	Description	Qty.	One Time Cost	Total (in INR)
1.	Auto-Scaling	The charges for scaling up and scaling down the system as per the load on the server.	1		
2.	Migration	Migration of data from existing server - Migration of Website and database	1		
GST (18%)					
Total for Auto Scaling & Migration (Inclusive GST)					

The payment will be made on actual usage (in hours) per month. However, the detailed usage sheet (in hours) must be submitted along with the monthly invoice.

Signature:

Name of the Authorized Signatory:

Name of the Company/Firm:

Contact No.: **Seal of the Company/Firm:**