

IISJ/CONT/RFQ\_ALL\_WEBSITE\_IT/270426/007/2026-27

Date: 27/04/2026 (Sunday)

**INTERNATIONAL INDIAN SCHOOL  
AL-JUBAIL  
KSA**



**REQUEST FOR QUOTATION**

**WEBSITE REDESIGN AND ANNUAL  
MAINTENANCE CONTRACT (AMC)**

**FOR AY 2026 – 2027**

**AND SUBSEQUENT YEARS**

**TECHNICAL BID FORM**

**AND**

**FINANCIAL BID FORM**

**Bid Closing Date: 12/05/2026(Tuesday)**



## **I. INTRODUCTION**

International Indian School Jubail (IISJ) invites quotations from experienced and qualified web development agencies for the redesign, development, and maintenance of the school's official website.

<b>Sl.No</b>	<b>Particulars</b>	<b>Details</b>
1	Dynamic Pages	13
2	Static Pages	2
3	Sub Tabs for both Dynamic & static pages	As required
4	Memory requirement for content only	1TB
5	Website Design compatible with all the platforms - Mobile-first responsive design	
6	Annual Renewal of Domain Registration (existing domain-www.iisjubail.org)	
7	Integration with ERP	
8	Annual Website Maintenance	Subsequent years

## **BID CLOSING DATE**

Duly filled in Bid Form should reach the school office on or before 12/05/2026 (Tuesday) during working hours (7:30am to 2:30pm Sunday to Thursday and on Saturday 8:30am to 11:30am)

### **Notes:**

1. The website should be up and running in 60 days from the date of PO
2. Final vendor should present the Demo templates for home page and major pages.
3. Technical support and maintenance of website as per requirement throughout the period of contract.
4. Control panel admin backend access should be given to school IT department.

*Red*  
*27/4/26*  
**ADMIN OFFICER (INTERIM)**  
**IIS JUBAIL, KSA**



## 2. Project Objectives

- Establish a strong and professional online presence
- Digitize and streamline the admissions process
- Showcase academic programs, infrastructure, and achievements
- Improve communication through dynamic updates (news, events, announcements)
- Enable efficient content management through an admin panel

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## 3. Scope of Work

The selected vendor shall be responsible for:

- Complete website redesign and development
- Implementation of modern UI/UX standards
- Mobile-first responsive design
- Performance optimization and fast loading
- **Mandatory integration with existing ERP system (for TC, Admission applications, online payments)**
- SEO optimization and analytics integration
- Deployment, testing, and ongoing support under AMC

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## 4. Core Technical Requirements

### 4.1 Responsive Design

- Mobile-first approach (mobile, tablet, desktop compatibility)
- Cross-browser support (Chrome, Safari, Edge, Firefox)

### 4.2 Performance

- Cross-device compatibility
- Cross-browser testing
- User-friendly content layout
- Optimized page load time (Less under 3 seconds)
- Image optimization and lazy loading



### 4.3 Accessibility

- Compliance with WCAG standards
- Semantic HTML and proper content structure

### 4.4 Security

- HTTPS (SSL certificate mandatory)
- Secure forms with CAPTCHA

### 4.5 SEO Requirements

- Meta tags and schema markup
- XML sitemap
- Search engine-friendly URLs

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## 5. Website Structure (Indicative)

### Home Page

- Image sliders / banners
- Leadership message boards (Chairman / Principal)
- Vision and Mission
- News and Announcements (should be highlighted)

### Main Pages

- About Us
- Admissions
- Online payments and fee's structure
- Academics (All LMS downloads) & ERP portal login
- CBSE notifications
- Contact us (Phone number, Email ids of section heads, School address and google map location- social media official pages), Get in touch with us [CAPTCHA required]



## Additional Sections

- Academic Calendar, FAQs, Requisition Forms- (TC, leave request, undertaking for fee due recovery), Gallery, Careers/Vacancies, Tenders/RFQ, Governing rules, Mandatory public disclosure

**NOTE:** 13 Dynamic pages and 2 static pages

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## 6. Content Migration Requirement

- All existing website content shall be **migrated from the current website (iisjubail.org)**
- Content must be **reviewed and validated with the IISJ IT Department** before publishing
- Vendor shall ensure proper structuring, formatting, and optimization of migrated content
- For the reference website, kindly get in touch with IT Admin

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## 7. Content & UX Requirements

- Clear and intuitive navigation
- User friendly and eye-catching

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## 8. Annual Maintenance Contract (AMC)

The vendor shall provide ongoing maintenance and support services, including:

- Website updates and bug fixes
- Security monitoring and updates
- Performance monitoring
- Technical support

**Note:** The first year of maintenance must be provided free of cost as part of the project deliverables.

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## 9. Deliverables

- Fully functional website
- Source code and documentation
- Admin panel access



- The test website must be submitted on or before 22nd August for review
- Final Website Delivery & Deployment: The complete website must be ready for launch on or before 31st August 2026.

### Appendix – I

## DOCUMENTS REQUIRED WITH TECHNICAL BID

You are requested to submit copies of the following Commercial documents of your company along with Technical Bid-

1. Commercial Registration Certificate
2. Zakat & Tax Certificate
3. VAT Certificate
4. Chamber of commerce Certificate
5. GOSI Certificate
6. Company License (same field)
7. List of Past 5 Years Similar Experience & Web Designs
8. Company Profile
9. List of Major Clients details
10. Bank AC for company
11. Saudi National Address

