



Kumaun University Nainital

Notice inviting "Expression of Interest for

UNIVERSITY STUDENT ADMISSION, EXAMINATION AND MANAGEMENT SYSTEM

AT

Kumaun University Nainital

Dated: 14-08-2020

**The Registrar
Kumaun University Nainital
Uttarakhand-263001**

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1 About Kumaun University:

Established in 1973, Kumaun University consists of three campuses at Almora, Nainital and Bhimtal; 109 affiliated government colleges; and self-financed private institutions spread across the Kumaun region. The total area covered by the university thus far is an impressive 160 acres. The beautifully designed colleges blend in perfectly with the surrounding architecture and complete the breath taking scenery. In order to cater the technical, professional and vocational education, another campus of the University is being developed at Bhimtal. Special emphasis is placed by Kumaun University to uphold the motto of excellent teaching and high quality research. In the residential and affiliated campuses, both teaching and research activities are equally important factors that support the curriculum and contribute to the student's learning habits.

- Kumaun University, a residential-cum-affiliating university, was established on 1st December 1973 under the Act of State Legislature (U P State Universities Act), and is a permanent member of the Association of Indian Universities (AIU)
- Kumaun University has been awarded “A” grade by the National Assessment and Accreditation Council (NAAC)
- Kumaun University is an ISO 9001-2008 certified institution, which follows International Quality Management System.

Kumaun University Nainital invites “Expression of Interest (EoI) “from leading, reputed, professionally & financially sound and duly registered companies/agencies/organisations which have the Minimum 05 years of experience in relevant and similar execution for Development, Supply, Implementation, and Maintenance of complete online project in any university.

2. Procedure for submission of EoI

Vendors, willing to submit EoI, may download full document of EoI containing details of Scope of Work and the desired prerequisites by visiting university website <http://www.kunainital.ac.in/>. Any amendment/ update to the EoI or its Terms & Conditions will be uploaded on official website of the University. The EoI must be submitted in the prescribed format along with all supporting documents in compliance with the requirements of EoI. The companies/firms/organizations will be shortlisted after detailed presentations by them before the designated Committee.

Note:

1. EoI may be sent in triplicate in a sealed envelope duly superscribed. “Expression of Interest for Development, Supply and Implementation of Admission, Student and Examination Management ERP System” in Kumaun University Nainital” either by registered post or speed post addressed to the **Registrar, Kumaun University Nainital-263001**.
2. The university reserves the right to accept or reject any or all the EoIs at any stage of the process or any of the terms without assigning any reason. No correspondence in this regard shall be entertained.
3. In case holiday happens on the opening of the bids, the same shall be opened on next working day.

| | |
|--|--|
| Document Name | Notice inviting “Expression of Interest for <u>UNIVERSITY STUDENT ADMISSION, EXAMINATION AND MANAGEMENT SYSTEM</u> |
| Document Reference Number | KU/ESTAB/...../20 |
| Date of issue of EoI notice | 14-08-2020 |
| Last date for receiving queries | 25-08-2020 (04.00 pm) |
| Last date for submission of EoI Response | 05-09-2020 (04.00 pm) |
| Opening of EoI | 07-09-2020 (11.00 am) |
| Date of responder(s) Presentation. Potential responders should make sure that they qualify all criteria as per EoI as only representatives of eligible companies will be allowed to attend the PRESENTATION | 09-09-2020 (10.30 am) |
| Cost of EoI | 5,000/- |
| Earnest Money | Rs. 200000/- |
| Bid Validity | 90 Days |

Note: The parties must submit the response both in hard copy in sealed envelope through registered post or speed post addressed to **The Registrar, Kumaun University, Nainital-263001** so as to reach us on or before the mentioned date and time of submission.

The envelope containing the EoI Response should be superscribed with the title

“Notice inviting “Expression of Interest for **UNIVERSITY STUDENT ADMISSION, EXAMINATION AND MANAGEMENT SYSTEM**”

Venue for Presentation:

Conference Room, KumaunUniversity, Nainital-263001

3. BROAD SCOPE OF WORK

1. Admission Management System
2. Student Management System
3. Examination Management System.
4. Entrance Test and centralized counseling

Tentative scope of work is attached at **Annexure-D**

4. Guiding Principles

Being an institution, KUMAUN UNIVERSITY, NAINITAL has created and adopted best practices across its organizational operations. It expects from all its partners to follow the same. In view of this, KUMAUN UNIVERSITY, NAINITAL has framed the following guiding principles to be adhered to by interested participants. The best practices may be more than what are specified below:

- The proposed solution should be an Integrated, Scalable, Modular AND User-friendly.
- The proposed solution must implement a multi-level security across various tiers and software layers of the IT platform.
- Best practices from the industry must be implemented across the tiers and layers of the proposed solution and across various phases of the software development lifecycle.

4.1 Software Support and Maintenance Practices

Software support and maintenance for a period of five years post go-live of the software platform is mandatory and part of the scope of work of the proposed program. The selected bidder must ensure that the technology / platform of the proposed software (application and system included) be of the latest version as published by the OEM (where applicable) and made available at no extra cost to the University.

4.2 Setup and Commissioning

Installation, Setup and Commissioning of the system to host the software servers along with the portfolio applications will be part of the scope of work. Ensure that all non-functional requirements are catered to and will be part of the design and the proposed solution. The server infrastructure and connectivity requirements along with the data center details will be provided by KUMAUN UNIVERSITY, NAINITAL to the selected bidder for configuration.

4.3 Documentation

Providing all design, documents, user and operational manual in hard and soft copy form.

4.4 Integration

Some of the software systems are running in the university for its smooth functioning University want to integrate these systems with proposed solution.

4.5 Security and Vulnerability

Solution provided must be secure and free from any type of Vulnerabilities and Attacks. Regular up-gradation in view of Security and Vulnerability is required.

4.7. Training:

The bidder will provide necessary training to the university employees on the ERP

5. Eligibility Criteria/Prequalification

The bidder must possess the requisite experience, strength and capabilities for providing the services necessary to meet the requirements, as described in the EoI document. The bidder must also possess the technical know-how and the financial wherewithal that would be required to successfully provide the IT applications, systems and support services sought by KUMAUN UNIVERSITY, NAINITAL. The bids must be complete in all respect and should cover the entire scope of work as stipulated in the EoI document. The invitation to bid is open to all bidders who qualify the eligibility criteria as given below. Eligibility criteria are mandatory and any deviation in the same will attract bid disqualification.

| S.No. | Criteria | Document to be provided |
|-------|--|--|
| 1. | The bidder should be a company registered under the Companies Act, 1956 | Certificate of Incorporation. |
| 2. | The bidder must have successfully implemented at least one similar University Admission, Examination and Management System in any Indian University. | Documentary proof from earlier institute/university where the project was completed. List of successfully completed projects indicating cost, customer name & address. |
| 3. | Bidder must have ISO 9001:2000 or other such certification. Preference will be given to higher certification. The certificate must be issued before the date of this tender. | Valid Copy of Certificate |
| 4. | The bidder company(pvt. ltd. or firm) should have a minimum annual turnover of more than INR 2 Crore for the last three Financial Years. | Practicing Chartered Accountant Certificate for Net worth and Copy of the audited balance sheet of the company for last 03 years. |
| 5. | The Bidder should not be under a Declaration of Ineligibility or black listed with any of the Government/ Public sector unit Agencies | Self-Declaration from Authorized Signatory of the Bidder |
| 6. | The responder shall be the single point of contact for KUMAUN UNIVERSITY, NAINITAL and shall be solely responsible for all the warranties, upgrades and guarantees etc. Offered by the OEM etc. An undertaking to this effect should be Submitted | Self-certification |
| 7. | Having minimum manpower strength of 30 | List of employees |
| 8. | Having at least 05 years' experience of handling computerized registration and examination system. Preference will be given to the bidder having experience of handling more than 10 lacks candidates per single examination for more than three continuous years | Substantiating documents |
| 9. | The Firm Should have its own software development center from last 10 years. | |
| 10. | Having Set-up/ Office in ?..... | Address |

| | | |
|-----|---|--------------------|
| 11. | Able to provide total integration & solution | Self-certification |
| 12. | Agreeable to sign Service Level Agreement (SLA) documents | Draft undertaking |

6. EoI Submission

The bidder must submit a Demand Draft (DD) for the value of INR 5000/- (Five Thousand Only) along with the EoI Response. The DD should be in favour of “ Finance Officer Kumaun **University Nainital**” payable at **Nainital**. This is a non-refundable amount.

7. Bid Evaluation process

All responses including the proposed solution(s) received by Kumaun University, Nainital shall be evaluated by an Evaluation Committee duly constituted by Kumaun University, Nainital, on the basis of eligibility criteria mentioned in this document. The shortlisted responders will present the solution before the Technical Committee on **09 /09/2020 from 10.30 am onwards**. Only the eligible bidders will be informed. Those qualify and shortlisted by the technical committee after presentation, their financial bids will be opened,

KUMAUN UNIVERSITY, NAINITAL shall be at liberty to reject any response received from any company or consortium for the Expression of Interest in reply of notice inviting this Expression of Interest.

8. General Terms and Conditions

1. The bid from those bidders who have failed to submit information as given in the Eligibility criteria as well as that given on the tender form will be rejected and their financial bid also will be rejected. Technical Bid must contain required documents. **The bidders are required to submit both Technical bid and Financial bid in separate sealed covers at the time of submission of EOI. Financial bid of only those bidders shall be entertained who qualify in the Technical bid and subsequent presentation before the authorized committee.**
2. Technical Bid will be opened on the prescribed due date of the tender in the presence of representatives of the bidders. All tenders without EMD will be rejected. The date of opening of financial bid will be either declared in the meeting or will be informed separately through University Website.
4. In case the bids are not received from sufficient number of firms up to the stipulated day and time, last date for receiving and opening the tenders can be extended by the University.
5. If the tenderer resizes from his offers and puts forward new terms after opening of the tender, his earnest money is liable to be forfeited.
6. The submission of more than one tender for the one and same category and under different names is prohibited. If, at any time it is discovered that this condition has been violated, all the tenders of the firm shall be rejected or contract (s) cancelled and the earnest money or security deposit(s) will be forfeited to the University.
7. Refund of Earnest Money: The earnest money of unsuccessful bidders shall be refunded soon after final acceptance of tender/ bid.
8. The successful bidders (Approved supplier) shall be required to deposit an amount of security equal to 5% of the value of the order placed with them in the form of a crossed demand Draft or Bank Guarantee from a scheduled bank. The approved supplier shall be required to execute an agreement with the University on a non-judicial stamp paper of Rs 100/- to supply and install the equipment/items and demonstrate the performance as per terms and conditions of the tender as per specifications of the equipment/items.
9. Forfeiture of Earnest Money: The earnest money shall be forfeited in the following cases :-
 - i. When the bidder withdraws or modifies the offer after opening of tender/ bid but before acceptance of the tender/ bid.

- ii. When he does not execute the agreement, if any, prescribed within the specified time.
 - iii. When he fails to commence the supply of the items as per purchase order within the time prescribed.
 - iv. When the bidder does not deposit the security money after the purchase order is given.
10. Forfeiture of security deposit: Security deposit shall be forfeited in the following cases
- i. When any terms and conditions of the contract is infringed;
 - ii. When the bidder fails to provide services/carry out work satisfactorily.

Notices will be given to the bidder with reasonable time before earnest money or security deposit is deposited is forfeited.

- 11. The tendered rates must be valid for atleast a period of six months from the date of opening the tender. If the rates quoted are not valid for the above period, the tenderer should mention the same explicitly in their offer. However, in the event of downward trend in the rate, university reserves the right to negotiate the rate or reduce the validity of the rate.
- 12. *The Registrar ,Kumaun University,Nainital* reserves the right to accept any tender, not necessarily the lowest, reject any tender without assigning any reason and accept any tender for all or any one or more items for which tender has been submitted.
- 13. In case the rates quoted by all the tenderers are very high, or do not suit the University, negotiation can be conducted as per rules.
- 14. The contract can be repudiated at any time by the *Registrar ,KUMAUN UNIVERSITY,NAINITAL (U.K.)* if the Purchase order is not executed in time and/or to satisfaction after giving an opportunity to the contractor (tenderer) for being heard.
- 15. The tender must be submitted accurately in accordance with the conditions of the tender and all the enclosures (duly signed and stamped) must be attached along with the tender as demanded. Otherwise the tender will be rejected.
- 16. Legal proceedings, if any, arising on this tender shall have to be lodged in the courts situated in NAINITAL and not elsewhere.

**Registrar
KumaunUniveristy
Nainital, Uttarakhand**

Annexure-A

8. Annexure

8.1. Annexure A- Checklist for response submission

The following check-list must be filled in and submitted with the response

| Description | Response | If yes, mention page no. |
|---|----------|--------------------------|
| Have you provided the EoI Response containing the details mentioned in the document? | Yes/No | |
| Have you provided the documentation proof of being a ISO 9001 certified organization? | Yes/No | |
| Have you submitted the undertaking pertaining to the single point of contact? | Yes/No | |
| Have you attached documents pertaining to similar experience? | Yes/No | |
| Have you attached the documents pertaining to 10 years of company's incorporation in Uttarakhand? | Yes/No | |
| Have you attached audited balance sheets for last three years | Yes/No | |
| Have you submitted the DD for INR 5000/- in favour of Finance Officer, Kumaun University toward EoI submission? | Yes/No | |

9. EoI response form

To be submitted with EoI response

Note: Details filled in this form must be accompanied by sufficient documentary evidence, in order to verify the authenticity and correctness of the information.

| S. No. | Description | Details (To be filled in by the responder to the EoI) |
|--------|--|---|
| 1. | Name of the Company | |
| 2. | Official address | |
| 3. | Phone No. and Fax No. | |
| 4. | Corporate Headquarters Address | |
| 5. | Phone No. and Fax No. | |
| 6. | E-Mail address of contact person | |
| 7. | Web Site Address | |
| 8. | Details of Company's Registration (Please enclose attested copies) | |
| 9. | Name of Registration Authority | |
| 10. | Registration Number and Year of Registration in Uttarakhand | |
| 11. | Product/ Service For which Registered with validity period | |
| 12. | GST registration No. | |
| 13. | Permanent Account Number (PAN) of company | |
| 14. | Whether the company complies with the Requirement under the Contract Labour (Regulation and Abolition) Act | |
| 15. | Name of Bankers along with Branch (as appearing in MICR Cheque) & Account | |
| 16. | Name of the Authorized Signatory, who is authorized to respond to the EoI | |
| 17. | Others documents provided | |

10 Annexure B

The following notes offer guidance to proposing responder in the form of a model outline for their response document. All the headings indicated below must be addressed in the sequence shown, providing as much relevant detail as possible. (Conformance to this outline will assist the subsequent evaluation and selection activities, and any variations should be documented).

Additional headings and information may be provided by the proposing responder where they are required to include additional details or explanations.

Description of the proposing responder:

- I. Specifically include legal status, ownership, and the name of the person within the company who is responsible for this project.
- II. The proposing responder's general understanding of the project requirements and the proposed total solution.
- III. The main features of the proposed solution and any areas of financial, operational, development risks that are perceived.
- IV. Upgrade and technology refresh strategy for the proposed software platform.
- V. Describe the strategy suggested for future upgrade of the supplied equipment and / or products and any impact this strategy may have on operation etc.
- VI. Scope of work compliance as per the document

11. Annexure C

UNDERTAKING

(To be submitted by the responder on the responder's letter head)

I/We hereby undertake that I/We have studied and understood the Expression of Interest document completely.

I/We hereby undertake that I/We understand that the Section Scope of Work and Requirement of this Eol is indicative only and not exhaustive in any manner and that the final scope of work and technical specification will be decided by Kumaun University, Nainital at their discretion.

I/We hereby undertake that I/We understand that the Kumaun University, Nainital reserves the right to finalize the scope of work and requirements at its discretion, which may be based on my/or proposed solution and/or any other responder's proposed solution and/or as decided by the Kumaun University, Nainital. I/We hereby undertake to provide the requisite OEM authorization as and when required and/or asked for by Kumaun University, Nainital, as per the solution and/or requirements, as decided by Kumaun University, Nainital at their discretion.

I/We hereby undertake that we shall comply with the scope of work and requirements and there are no deviations of any manner in this regard from my/our side.

I/We hereby undertake that in case my/our response to this Eol is short listed I/We agree to bid for the further tender as and when asked for by Kumaun University, Nainital based on the terms and conditions and technical specifications and scope of work as finalized and decided by the Kumaun University, Nainital at their discretion.

I/We undertake to be the single point of contact for KUMAUN UNIVERSITY, NAINITAL and shall be solely responsible for all warranties, upgrades, and guarantees etc. offered by the OEM, and system integration and facilities management and for the entire scope of work and requirements as per the service levels defined in the subsequent tender document.

I/ We here by affirm that our response is valid for a period of 180 days from the date of Eol submission.

12. ANNEXURE-D Tentative Scope of Work -

ADMISSION MANAGEMENT SYSTEM PRE-ADMISSION

- 1- Online Module for the University to prepare/modify Online Master Data for Admission Portal.
- 2- Online Application submission by the candidate for admission to UG/PG/Professional Courses.
 - Integration of payment gateway to receive Application Fee before final submission of application by the candidate.
 - SMS and e-mail confirmation of successful submission of application to the applicants.
 - Data download feature for Campus/Colleges to prepare merit list for admission.
 - Development of University ADMIN PANEL to view/edit/add/delete/download data of any college and generate various Statistical Reports as per the University requirement.

POST ADMISSION

- 1- Creation of Admin Panel for each college to enable them to view/edit/verify the data of the admitted students
- 2- Candidates admitted by the Campus/College to be considered for further processing of Examination data.
- 3- SMS and e-mail confirmation of admission to the candidate.
- 4- Separate Module for confirmation of student by the University.
- 5- Generation of Enrollment number after the student is marked admitted by the University.

STUDENT MANAGEMENT SYSTEM

- Student Life Cycle Management and Academic Management System
- Student Time Table Management
- Attendance Monitoring System (Student+ Employee-Teaching/Non-Teaching)
- Faculty work load and Feed Back System
- College Affiliation Management System
- Online hosting of Lectures/ Seminars/ Teaching/ Learning materials (upload facility)
- Research Scholar Tracking System
- File Tracking and Document Management System

PRE-EXAMINATION

- 1- Online Module for the University to prepare/modify online master data for Examination Portal.
- 2- Online Application submission by the candidate for Examination to UG/PG/Professional courses.
- 3- Integration of payment Gateway to receive Examination Fees etc. before final submission of examination form.
- 4- SMS and email confirmation of successful submission of the examination form.
- 5- Module for Campus/College to view/edit/download the Examination data using Admin Panel.
- 6- Module to Transfer Student from one College to another.
- 7- Roll Number Generation.
- 8- Creation for Online Admit Card/Hall Ticket download facility to the students.
- 9- Creation of Online download facility of Nominal roll/Attendance Sheet for colleges.
- 10- Creation of Online download facility of Numerical return for University.
- 11- Creation of Online Module for the University to prepare/modify online master data for Examination Portal.
- 12- Creation for online data entry of marks (Internal & Practical) by faculty members with approval from the concerned Head of the Department.
- 13- Helpline Module where fee related and other queries and grievances will be reported and solved.

POST-EXAMINATION

(A)

- 1- Provision for data entry of External marks.
- 2- Double Entry and Mismatch of External marks.
- 3- Preparation of Result as per the rules and guidelines provided by the University.
- 4- Online Marksheet download facility for students.
- 5- Printing of tabulation Register & other MIS reports as per the requirements of the University.
- 6- Printing of Marksheets for final semester/year students.
- 7- Development of University ADMIN PANEL to view/edit/add/delete/download data of any college and generate various statistical Reports as per the requirement
- 8- Fees management portal where fees related queries and grievances will be reported and solved.

(B) Detailed Work:

1. The agency shall be provided with the award-sheet class-wise, college-wise, subject-wise, paper-wise with paper code for roll number wise feeding of awards.
2. The agency shall be provided with award-sheet of theory, practical examination, vivavoce, seminar, internal assessment, dissertation, field trip, assignment for feeding. The award-sheet shall be provided college-wise, class-wise, subject-wise, paper-wise on the pattern as proposed by the University.
3. On completion of the award feeding work the agency shall be required to report

to the Office of the Controller of Examination, Kumaun University, Nainital about the completion of the result and discrepancies thereof class-wise, college-wise, subject-wise semester-wise and paper-wise. The agency will be required to feed the data and prepare the result for collation within the time period of maximum seven days from the date on which all the marks of the concerned class have been handed over to the agency.

4. The agency shall have to prepare the following print material/softcopy before declaration of result.
 - a. White chart and softcopy of complete result for coalition work.
 - b. Hardcopy/Softcopy after coalition correction shall be the responsibility of the firm.
 - c. The discrepancy report like incomplete cases, subject change cases, previous marks wanting cases and otherwise shall be reported separately in white chart to the Office of the Controller of Examinations for completion of results within 7 days after declaration of class-wise/semester-wise result.
5. After collation work the agency shall have to make the corrections accordingly as per the directions of the Office of the Controller of Examination, Kumaun University, Nainital and after the final correction, the agency shall be required to provide softcopy of net-file, merit list, result summary of the result along-with the hard copy of press release within 24 hours.
6. Correction after collation of result before declaration provided to the agency by the Office of the Controller of Examination, Kumaun University, Nainital shall be the responsibility of the agency to ensure that due correction is done in the result before declaration and printing of result related records.
7. Discrepancy arising out of above mentioned clause shall be the responsibility of the agency and be panelized as per clause.
8. After declaration of result the agency shall be required to provide the following print material/softcopy to the Office of the Controller of Examinations, Kumaun University, Nainital within two days from the date of declaration of result.
 - a. Printed marksheet in 140 GSM paper with all security features as mentioned below:
 - i. Micro Text
 - ii. High Resolution Liner
 - iii. Invisible UV
 - iv. Guilloche Design Border
 - v. Biofluorescent Anticopy
 - vi. Dual Hidden Image Visible by lense
 - vii. Barcode
 - b. Green chart for random sampling and later used for final record of the University class-wise, semester-wise.
 - c. Printed white chart of result campus/college wise in 65 gsm paper.
 - d. Printed merit chart class-wise, college-wise and subject-wise in 65 gsm. paper.
 - e. Printed Enrolment chart sheet in 80 gsm. paper duly hard bound.
 - f. Provide statistical report as desired by the Office of the Controller of Examination, Kumaun University, Nainital at all time.
 - g. Provide all data pre and post in softcopy to the Office of the Controller of Examination, Kumaun University, Nainital.
9. The agency shall be handed over improvement/back paper exam form for processing and data entry. The agency have to perforate verification sheet and

handover the verification sheet to the university as per the directions of Office of the Controller of Examination.

10. Agency shall be required to prepare database for back paper examination.
11. Declaration of result of the back paper examinations on the same line as described for main examination.
12. To complete incomplete, previous marks wanting (PMW), enrolment missing cases shall be the responsibility of the agency and the agency shall have to provide white chart in 65 GSM paper to the office of the Controller of Examination, Kumaun University, Nainital and have to complete such cases within 24 hours on receipt of data from the Office of the Controller of Examination, Kumaun University, Nainital. Delay in completing such cases the agency shall be liable for penalty.

List of Pre and Post Examination related work

1. OMR scanning
2. Photograph Scanning
2. Physical checking of form and matching it with data generated by OMR
3. Generation of admit card 90 GSM paper – 21cm X 9.5cm
4. Generation of verification form 90 GSM paper – 19cm X 14.5cm
- 5 Numerical return in hard copy 65 GSM paper 38cm x 31cm (single side printing)
6. Soft copy of database in DVD (02 sets)
7. Punching of awards/marks (Internal Assessment, Written, Practical's, Dissertation etc.)
8. Soft copy of complete result in DVD (02 sets)
9. Green tabulation register (120 gsm) – 38cm X 31cm
(04 entries in one sheet) {Back side printing of passing criteria}
10. Enrolment register duly hard bound (80 gsm) - 38cm X 31cm
(30 entries in one sheet) {single side printing}
11. White chart (65gsm) - 38cm X 31cm
(04 entries in one sheet) {Single side printing}
12. Merit chart (65 gsm) - 38cm X 31cm
(10 entries in one sheet) {Single side printing}
13. Marksheet on paper printing with security features (140 gsm) – 30cm X 21cm (Back side
pre-printed regulations related to examinations) 18
14. Improvement Examination Form Perforation

ENTRANCE EXAMINATION (RDET/B.Ed./M.Ed./LL.B./LL.M.)

- 1- Preparation of Web Portal for online Application submission by the candidate for concerned Entrance Examination.
- 2- Integration of payment Gateway to receive Application fee for concerned Entrance Examination.
- 3- SMS and email confirmation of successful submission of Application to the Applications
- 4- Roll number generation as per the guidelines of the University
- 5- Students should be able to download online Admit card/Hall Ticket
- 6- Development of University Course wise ADMIN PANEL to view/edit/add/delete/download data of any course and generate various statistical Reports as per the requirement.

- 7- Online Download of Nominal roll/Attendance Sheet/Numerical return for University.
- 8- Scanning of OMR Answer Sheets.
- 9- Preparation of Merit List/Result as per the rules and guidelines provided by the University
- 10- Creation of Facility for Online Result download for candidates
- 11- Printing of Merit List/Result Sheet and other MIS reports as per the requirement of the University
- 12- Development of online counseling Website for successful/eligible candidates for allotment of preferred course and/or Institute
- 13- Document verification of eligible candidates by nodal Centre to be decided by the University.
- 14- Allotment of preferred course/Institute as per the merit cum choice of the candidate.
- 15- SMS and e-mail confirmation of allotment status to the applicants.
- 16- Online download of Allotment/Rejection letter for candidates
Helpline Module where fee related and other queries and grievances will be reported and solved.

RTI/DEGREE/MIGRATION APPLICATION/DUPLICATE MARK SHEET AND OTHER REQUIRED ITEMS

- 1- Preparation of Web Portal for online submission of application for RTI Application, Degree, Migration Certificate, Provisional Degree application form, Online transcript form and online mark sheet etc. by the Candidate.
- 2- Integration of payment Gateway to receive Application fee before final submission of Application by the Candidate
- 3- SMS and email confirmation of successful submission of Application to the Applications
- 4- ADMIN PANEL for the University for Degree/Migration applications management as per the University requirement
- 5- Helpline Module where fee related and other queries and grievances will be reported and solved.

Note:

1. University will give secured infrastructure (servers and furniture) with electricity to the bidder, bidder will install his software and equipment's in the infrastructure provided by the university.
2. Bidder will arrange all examination related stationary at its own, university will give previous year sample for purchase.
3. Bidder will have to arrange the desired manpower and technical assistants on its own in the University.
4. Bidder will be responsible for secrecy, quality and time bound work.

Commercial

(A) Total Cost of ERP software of all above mentioned modules :

(i) Rs.....

(ii) GST: Rs.

(iii) Total: Rs.

(B) Maintenance and Updating cost of software per annum (in % of total cost) GST extra:

(C) Per Student Charges which includes manpower, all consumables like stationary, White TR and wanting Chart, Green TR, Mark sheet, ribbon, toner, etc per semester (per annum in case of annual students):

(a) Rs.....

(b) GST.....

(c) Total Cost :.....

Name:

Signature

Seal of the bidder

Date