



Office of the Registrar::Dibrugarh University: Dibrugarh

Dibrugarh – 786004, Assam

No:DU/RG/B.01.06/16/1391

Date:03.05.16

NOTICE INVITING QUOTATIONS

Sealed quotations are invited from registered software developing firms having good experience in developing online systems for developing a user-friendly ‘Online Admission and Student Information System’ to be used by Dibrugarh University for receiving application forms for admission to various programmes of as per details given below.

Name of the work : Development and Implementation of customized ‘Online admission and Student Information System’ in the School of Studies of the University

Last date of Submission :10.05.2016 up to 02.00 p.m

Date of Opening :10.05.2016 at 4.00 pm

Detailed Terms and Conditions are available at the website www.dibru.ac.in. The quotations will be opened in the presence of the intending quotationers or their authorized agents.

Sd/-

Registrar

Dibrugarh University

DIBRUGARH UNIVERSITY

Dibrugarh – 786004, Assam

NOTICE INVITING QUOTATIONS

Development and Implementation of customized 'online admission and Student Information System' in the School of Studies of the University

Terms and conditions

1. The bidder must have its office in Assam and at least one Development Centre/Support Office/Branch Office in Dibrugarh.
2. Up to date registration certificate, VAT Registration, IT Clearance Certificate, Copy of PAN card, any other relevant certificates must be submitted along with the quotation.
3. Must have experience in developing and implementing at least 5(Five) numbers of online systems during the last financial year for reputed organizations out of which at least 2(two) systems must be for Higher Education Institute. The details of such job must be furnished with copy of work order or certificate from the clients indicating successful implementation of the system.
4. The Bidder is required to quote a consolidated price of the product and services as a Single Package for One Year.
5. Free maintenance and support should be provided by the bidder for one year after the successful implementation of the system. Annual Maintenance Charge(AMC), if any, may be considered after one year depending upon the services required by the University from the bidder.
6. The Bidder will be responsible to provide SMS package and integrate the Email/SMS application for notifications, alerts etc. The bidder will also be responsible to make the payment gateway integration for online payment.
7. Only the amount for domain name registration and server purchasing may be released in advance. The rest of the payment will be released after successful implementation of the system and completion of admission of all the courses concerned for the academic year.
8. All the source code, license, user manual must, superuser credential be transferred to the University after installation/hosting of the system.
9. The Bidder must deliver the stated application within a period 15 days from the date of receiving the Work Order. A Security Testing report must also be submitted by the bidder along with the application.
10. The Bidder has to provide Telephonic Support to the Applicants. All technical queries regarding the form submission should have to be attended by the bidder. Therefore there should be at least 2 dedicated helpline numbers for the candidates.
11. The Bidder has to provide unlimited Telephonic Support for University Administration.
12. The Bidder has to provide extensive training about the system to the concerned staff of the University.

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13. A technical person from the Bidder has to be present in the University campus during office hours in the days of online application submission and merit list preparation by the departments/centres.
14. The Bidder has to take regular backup of all the data submitted by the students (eligible,non-eligible, enlisted,non-enlisted etc.) and submit the same at the end of the admission process in xls/pdf/csv format.
15. The bidder must provide the full administrative access control of the Domain Name and Server booked for this purpose to the University.
16. The quotation should be addressed to the “**Registrar, Dibrugarh University, Dibrugarh –786004**” super scribing the Quotation Notice Number on the envelope
17. Quoted price should be all inclusive rates (including all taxes, installation charges, transportation etc. if any)
18. No separate quotation paper will be issued from the office. Quotation should be submitted in the Bidder’s Letter Pad with supporting documents.
19. The University reserves the right to accept or reject any or all the quotations without assigning any reason