



## **OFFICE OF THE REGISTRAR :: DIBRUGARH UNIVERSITY :: DIBRUGARH**

No. DU/RG/B.01.07/18/2782

Date: 29.06.2018

### **Notice Inviting Quotation**

Sealed quotations are invited from govt-registered software firms having good experience in providing software solution to Higher Educational Institutes/Universities for providing the following integrated systems and services related to Directorate of Open & Distance Learning, Dibrugarh University. The quotations will be received by the undersigned on or before **30.07.2018 upto 11:00 A.M.** and will be opened on the same date at **11:30 A.M.** in the presence of the intending quotationers or their authorized agents.

#### **Project Description:**

1. Website of DODL with Learning Management System.
2. Online Application Submission and Management System.
3. Online Fee Payment System and integration with Accounts Software of Dibrugarh University.
4. Examination form fill-up and fee payment system.
5. Registration software.

#### **Terms and Conditions:**

1. No separate quotation paper will be issued from the office. Quotation should be submitted in the Supplier's Letter Pad with supporting documents (like Company Price List, Authorization / Dealership Certificate, Product Catalogue etc.).
2. The University reserves the right to accept or reject any or all the quotations without assigning any reason.
3. Payment will be made only after successful installation.
4. The quotation should be addressed to the "**Registrar, Dibrugarh University, Dibrugarh – 786004**" super scribing the Quotation Notice Number on the envelope.
5. **Any kind of Taxes/GST (if any) must be clearly indicated in the quotation.**
6. In the event of any kind of holiday, the quotations shall be opened on the next working day.
7. The bidder must submit Copy of PAN card, GST registration, Income Tax Return, any other relevant certificates must be submitted along with the quotation. A bidder having its Office/ Development Centre/ Branch Office in Dibrugarh or Assam is preferable.
8. Must have experience in developing and implementing online systems for reputed organizations, particularly Higher Education Institutes. Bidder having experience in successfully implementing Online Payment System with large number of transactions (more than 40,000) will be preferred. Must have implemented more than four software to Higher Education Institute. The details of such jobs must be furnished with supporting documents.
9. The bidder will have to provide onsite training and support to the University Staff as and when required.
10. The bidder will be required to provide technical support to the applicants/learners at the time of admission and fee payment. Therefore, there should be at least one active helpline number and one email id for the support.

11. The bidder will be responsible to provide SMS package and integrate the Email/SMS application for notifications, alerts etc. along with payment gateway integration.
12. The bidder has to submit required data, Online Payment Report and verify Double Payment/Refund claim when asked by the University.
13. The bidder has to take regular backup of the entire database and submit the same to the University when sought.
14. The bidder must quote the price for one year only. Quoted price should include detailed rates (including server charge, SMS charge, service charge, support charge etc.)
15. On successful completion of the one year term, the contract may be further renewed for a suitable term after mutual discussions and consideration of any special terms that may be added, amended or existing terms that may be deleted.

**Sd/-**  
**Registrar**  
Dibrugarh University

***Copy to:***

1. The Director, Directorate of Open & Distance Learning, D.U. for information
2. The Assistant Director (Academic), Directorate of Open & Distance Learning, D.U. for information.
1. The Sr. Asstt. Registrar (F&A i/c), Directorate of Open & Distance Learning, D.U. for information
3. The Assistant Registrar (F&A), D.U. for information.
4. Dibrugarh University Website.
5. Notice Boards.
6. Office File.

**Sd/-**  
**Registrar**  
Dibrugarh University