

GOVIND GURU TRIBAL UNIVERSITY BANSWARA

BANSWARA-DUNGARPUR ROAD, CAMPUS SHRI GOVIND GURU GOVT. COLLEGE, BANSWARA-327001
(RAJASTHAN) INDIA Phone: 02962-254066 / Email : registrar@ggtu.ac.in

F () GGTU/2017-18/ 240


Date : 02/06/2017

Notice inviting Limited Bid (Request for Quotation)

(NIB No. ...02...../2017-18)

Govind Guru Tribal University, Banswara hereby invites Limited bids for **Online Admission for session 2017-18 with helpline** for GGTU, Banswara The bid may be downloaded/obtained from GAD Section from Date 02.06.2017 (11.00AM) and last date of submission of the bid is 06.06.2017 (11.00AM). The Bids shall be opened on 06.06.2017 at 12.30 P.M. in the office of the Comptroller. Details of the same may be seen on University website www.ggtu.ac.in and **University Notice board.**

S. No.	Item	App. Cost
1	Online Admission for session 2017-18 with helpline	80,000/-


Registrar
Govind Guru Tribal University
Banswara

ELIGIBILITY CRITERIA

The following criteria must be fulfilled by a Bidder

1. The bidder must be a company/firm registered under the India Company Act, 1956 or a proprietary firm or a firm registered under partnership Act 1932. No consortium is allowed. Necessary certificates must be enclosed.
2. The bidder must have been in the business of providing Information Technology Services during last five years with at least three years' experience in providing Web server hosting services and managing Website of a University/Educational institutions/Government organizations and carried out web hosting work costing more than Rs 2.5 lakhs for a single institution (attach work orders) during last three years.
3. The Bidder should have designed and managed website of at least 2 state/central universities with 2 lakhs or more students.
4. The bidder must have a Service Centre/office with professionals (Web Developers) to provide quality services.
5. The firm must have necessary Service Tax, PF and ESI registration with Govt. Copy of registration should be attached with technical bid

SCOPE OF WORK

Work Description :

(A.)

- 1) Publishing Advertisement, fees, eligibility, courses, rules, admission procedure.
- 2) Hosting Application on agency server.
- 3) Design development of University online admission form for various courses to collect following information.
 - Personal Details
 - Payment Details (Online Payment via Debit/Credit card and NB)
 - Contact Details
 - Qualification
 - Documents Uploads (Marksheets and certificates)
 - Print of form
- 4) Providing panel for each department to verify forms and documents. (with ID and Password for each department)
- 5) Approval of forms by departments.
- 6) Setup payment gateway for online fees collection.
- 7) Panel for University to review no of admissions and fees collection.
- 8) Merit List Creation as per rules and wattages.
- 9) Publishing Provisional Merit List.
- 10) Online Fees Submission.
- 11) Providing Final Merit List.
- 12) Publishing final Admitted candidate list.
- 13) Providing Voter List.

- #### (B.)
- Help and support to students (Helpline Service for 4 months)
(One Phone and Email)

Training :

Training should be provided by the firm

1. To update website content by university department user
2. Web administrative training

The Offer must be submitted in the enclosed Performa.

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TECHNICAL BID FORM

Tender No.

Dated :

Please submit technical bid with supporting documents in as a separate envelope.

S.No.	Particulars	Information to be provided by the Bidder
1	Name of the Bidder with complete address, E-mail & Telephone number	
2	Registration Number & Date of establishment of the firm Enclose proof.	
3	Turn over during last financial Year from IT related business *Submit CA certificate / Audited balance sheet)	2016-17 2015-16 2014-15
4	No of year experience in providing IT Solutions / Services (Attach Work Order / Certificate from CA)	
5	Give name of Educational Institutions / University / Govt. firms for which Web hosting / Web designing / Maintenance services been provided (Enclose work orders / satisfactory completion certificate giving cost of work carried out during last one year)	
6	Name of the University for which similar services provide	
7	Certifications/ Licenses (Enclose proof)	
8	Tax Registration Number & date	
9	PAN number	
10	Any Other	

Note :-

- (i) As per RTTP Rules 2013 security deposit shall have to be deposited to Comptroller, GGTU, Banswara after work order.
- (ii) The bid along with tender documents, certificates etc. have to be submitted to Registrar, GGTU, Banswara.
- (iii) The University reserves the right to reject all the bids or their part without assigning reason thereof.

This is to certify that I/We have read all the terms and condition of the tender and agree to abide by the same. We have also read eligibility conditions to participate in the tender. Details of the work to be carried out and other details made available with this form and understood them

Encl.:- As above

Place :

Date :

Signature of the bidder with seal

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Tender No.

Dated :

FINANCIAL BID TENDER FORM

(To be submitted separately in a sealed envelope as per para(1) of Special terms and conditions)

1. Name and address of the Bidder :-

Please quote your rates

S. No.	Items	Specification	Estimated Cost	Rate inclusive of all taxes (in Lac)	
				Rs. in Digit	Rs. In Word
1	Hiring experienced agency for implementing Online Admission work for session 2017-18	As per Scope of work mentioned in tender documents	80,000/- (Eighty Thousand Rupees)		
2	Help and support to students (Helpline Service for 4 months) (One Phone and Email)				
-	-	-	Total :-		

I have read all the terms and conditions of the tender, Scope of the work and other information provided in the Tender documents. I hereby agree to abide by the same.

Date :

Place :

**SIGNATURE
AUTHORISED SIGNATORY
RUBBER STAMP / SEAL OF THE FIRM**