

SAURASHTRA UNIVERSITY



E-TenderNo.: CC/001/2022-23

“ERP for Examination Department”

Saurashtra University

Saurashtra University Campus, Munjka, Rajkot,

Gujarat 360005

Visitus: <https://www.saurashtrauniversity.edu/>

E-TENDERFOR “ERP for Examination Department”

E-TENDER NOTICE NUMBER : CC/001/2022-23

SCHEDULE

Tender Reference	CC/001/2022-23
Name of the Project	ERP for Examination Department
Approximate Cost of Above Projects	Rs. 70 (Seventy) Lakhs.
Tender Processing Fee(Non-Refundable)	Rs. 5,000/- (Five Thousand only)
Earnest Money Deposit (EMD)	Rs.2,10,000/- (3% for Project cost)
As per the rule 170 of GFR - “Micro and Small Enterprises (MSEs) as defined in MSE procurement polices issued by Department of Micro, Small and Medium Enterprises (MSEs) are exempted from submission of EMD (Bid-Security)”	
Performance Bank Guarantee	Rs. 7,00,000/- (10% of Project cost)
Delivery Period	As per Tender Terms and Conditions
Publication and Downloading of tender document starts from	25 th July 2022
Pre-bid Meeting (Agency Must be present for understanding the Scope of work)	5 th August 2022 11:00 AM onwards Computer Center, Saurashtra University, Rajkot-360005
Last Date for downloading of tender Documents	17 th August 2022 06:00 PM
Last Date for online submission of Financial Bid through n-Procure	17 th August 2022 06:00 PM
Last Date for submitting Physical Tender document, DDs and other documents	22 st August 2022 06:00 PM at Computer Center Saurashtra University, Rajkot-360005
Tentative Date and Time of Opening of Technical Bid and Financial Bid	Inform Later
Validity of quoted Prices	180 Days
Saurashtra University Website	www.saurashtrauniversity.edu
Contact Person and Numbers	Dr. P. N. Goswami, Director Computer Center Email : pngoswami@sauuni.ac.in
For technical Query	Dr. Ashwin Rathod, Email : rathodav@sauuni.ac.in Mr. Rohit Moliya, Email : rkmoliya@sauuni.ac.in

I have read and understood all terms and conditions and implications there on of the tender document and accept it.

Sign and Seal of Bidder

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E-TENDER NOTICE NUMBER: CC/001/2022-23**E-Tender For****“ERP for Examination Department”****Tender fee: 5000/-****EMD: _____****Estimated Order Value: _____**

Saurashtra University invites **E-TENDER for “ERP for Examination Department”** from **reputed/experienced/technically sound service provider**. Interested parties/firms who wish to participate intenders can submit filled intender in all respect i.e. EMD, Tender Fee, and other essential documents for quoted service as per the Schedule mentioned in this Tender to Computer Center, Saurashtra University, Rajkot-360005 through **SpeedPost / Reg.A.D./ Courier only. Tender documents sent through Fax/e-mail/in person/etc. will NOT be accepted.** The corresponding sealed envelope should be titled as “E-Tender for ERP for Examination Department” and the bid must reach on or before the last date & time as per the schedule mentioned in this Tender. Bids received or submitted after the specified last date & time of receipt will be rejected and no intimation will be sent in this regard.

The tender fee is non-refundable, non-adjustable and non-transferable. While, EMD is refundable. Both should be payable through a demand draft on any **nationalized bank** drawn in favour of the “**Registrar, Saurashtra University, Rajkot**” payable at **Rajkot**.

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From:
Registrar
Saurashtra University,
Rajkot-360005.

To:

Dear Sir/Madam,

The Saurashtra University was created on a rigorous demand, for a separate university out of Gujarat University (Ahmedabad), from the eminent educationists and freedom fighters of the Saurashtra region. The demand was more prominent after the creation of Gujarat state on May 1, 1961. The Saurashtra University Act was passed by the Legislative Assembly of Gujarat in the year 1965(Gujarat Act No. 39 of 1965). Saurashtra University, established on 23rd May, 1967, having two headquarters in the initial stage i.e. Rajkot and Bhavnagar. After the incorporation of the Bhavnagar University, Rajkot became the sole headquarters of the Saurashtra University. The campus of the University is spread over 363 acres of land. The present jurisdiction of the University includes Amreli, Jamnagar, Rajkot, Surendranagar, and Morbi districts. It has 29 Post Graduate Departments on its campus and 238 affiliated colleges.

In this context Saurashtra University is looking the “**ERP for Examination Department**” by inviting private/Government reputed/ experienced organization/ firm/ company who has strong, progressive and demonstrable experience of providing automated examination services to leading Universities with proven credential of working with individual colleges/institutions.

Saurashtra University invites tender for “**ERP for Examination Department**”. Through this service Saurashtra University wishes to achieve transparency and excellence in the conduction of examination. The university feels that through this initiative the university can work towards error free and accelerated examination processing by reducing the redundant laborious activities and processes. Please refer to the below mentioned information and guidelines for submission of the tender.

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If you are interested to quote for services in accordance with the requirements/terms and conditions stated, please submit the essential documents through Speed Post/ Reg.A.D, Courier only to this University along with the duly filled-in & signed on each pages of this Tender document in the sealed cover superscribed with the **“E-Tender for ERP for Examination Department”**. The successful service provider will have to enter into the contract (with standard terms and conditions of providing services). The tender shall be submitted in two parts: (a) E.M.D. and Tender Fee Cover, (b) Technical Bid Cover. Both this covers should be put inside another sealed cover. **Tenderer has to submit commercial bid online only. Physical submission of Commercial Bid will not be accepted.**

- 1) Technical bid shall consist of technical details. The tender form shall be submitted with this bid duly signed on each page by the service provider. Each document/page should be given page number and all documents / pages should be hard bound.
- 2) First of all only technical bids shall be opened. Only technically qualified service provider's commercial/financial bids shall be taken into consideration.
- 3) Tenders not complying with the above conditions are liable to be rejected at the sole discretion of the University. This tender is not transferable.
- 4) The offers shall be entertained only from the original firm/company, consortium will not be allowed.
- 5) The University reserves the right to choose, accept or reject without giving any reason to party, any or all requests/offers, and also reserve the right at any stage to reduce or increase the quantity/Services.
- 6) The service provider must supply their List of Clients along with their contact numbers of their services in preferred in Gujarat..

Registrar

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TENDER DOCUMENTS

(To be returned with the tender duly signed and stamped by tenderer)

Note:

Please fill all the details in tender document and submit with technical bid.

To,
The Registrar,
Saurashtra University,
Gujarat, India

Ref: Tender No. CC/001/2022-23 Dated 25/07/2022

Dear Sir,

1. I/We hereby offer to provide Services of “ERP for Examination Department” detailed in the Schedule to tender here to or such portion thereof as you may specify in the Acceptance of Tender at the price given in financial/commercial bids and agree to hold this offer open till 180 day so for opening the tender.
2. I/We have understood the general & special conditions of contract included in this tender notice and thoroughly examined the specifications, drawings, and/or patterns quoted in the Schedule here to and am/are fully aware of the nature of the service required and my/our offer is to provide services strictly in accordance with the requirements.
3. The following pages have been added to form part of this tender:

Envelope-A: contains E.M.D. and Tender Fee Cover

Envelope- B: contains Technical Bid

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ANNEXURE - 1**ESSENTIAL DOCUMENTS ALONG WITH PAGENO.**

SN	Particulars	Page no.
1	Page No. should be given to entire set of signed Tender and documents [hard bounded only].	
2	Details of EMD and Tender Fee in terms of Demand Draft	
3	The company should be registered under Companies Registration act 1956 (& subsequent relevant amendments) OR Limited Liability Partnership Firm under Limited Liability Partnership Firm Act 2008 OR Proprietorship firm AND The company must be operational minimum for 5(five) years.	
4	Bidder should have average annual turnover of Rs 2.00 crores during the last three financial years. [As perAnnexure-05].	
5	Bidder should submit declaration on Rs. 300/- Stamp Paper stating that his/her firm is not black listed by any Government organization/institution. [Annexure -03]	
6	The bidder should be registered with appropriate tax authorities such as GST, Income tax, etc and should submit valid certificates of registration with these authorities.	
7	The Bidder should have experience of minimum 2 years in supplying/customizing Examination work for different courses.	
8	The Bidder should have experience of minimum 2 number of Universities (among which 1 must have at least 5000 students of single State University) of implementing/ customizing, Educational/ Examination related Software solutions/ Services.	
9	Bidder must have successfully implemented the proposed solution in at least 1-State Universities for different courses may located in Gujarat is preferred.	
10	The Bidder must be ISO 27001:2013 and ISO 9001:2015 certified.	
11	The bidders shall have minimum Technical manpower strength of 50 persons on its rolls at least for six months before the last date of submission of TENDER(BID).	
12	The agency should be a profit-making company and should not have incurred losses any of the last three (3) years.	
13	Successful bidder preferred establish his Office in Gujarat.	
14	The technical Brochures/literature of the service quoted, if any.	
15	Tender form duly signed by tenderer authorized person	

Name & Signature: _____

Designation: _____

Seal:

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Scope of the Work(Technical Bid)

1. Scope of Work

The scope of Exam Management System would be full time / Part time & etc. program for Students of Saurashtra University. The system will be developed based on current rule set understanding and will be deployed for verification by Saurashtra University as per agreed timeline. The proposed system would be confined to the following points and programs as per the current structural / functional flow listed in this document.

Point for understanding for developing Applications

- 1 Content Management System (CMS) with Fully Functionality
- 2 Forms Development for Students and stakeholders (All Section)
- 3 Appointment System (All Related Section)
- 4 Stakeholders management System with full rights management (Common)
- 5 Login creation with fully functionality for all stockholders
- 6 Enrolment / Enlistment / PG Registration
- 7 Examination Panel (Section II)
- 8 Question Paper Delivery System (QPDS)
- 9 Pre Examination (Section-I)
- 10 Mark Entry Module (Online / Offline)
- 11 Post Examination (Section-III)
- 12 DES (Digital Evaluation System)
- 13 Reassessment (Section-IV)
- 14 Degree (Section-V)

In all above Section point must be developed start to end paperless Process development with CURD operation with latest technology and user oriented system

All Section Related Report with fully functionality Dynamic (Export to Excel Data with proper Format and other format also) and one module for Report generation (Dynamically University and college can Generate require reports)

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Stack holder

- ✓ Applicant
- ✓ College
- ✓ College Principle & Staff
- ✓ Students
- ✓ Professor / Lecturer
- ✓ Trusty
- ✓ Faculty
- ✓ Dean
- ✓ Other Than Dean
- ✓ Subject Area Chairman
- ✓ Parents
- ✓ University Authorities (VC / PVC / Senate / Syndicate etc.)
- ✓ University Admin
- ✓ University Officer
- ✓ University Staff (Peon to Registrar all post)
- ✓ Assessment Center
- ✓ Society Users
- ✓ Senate Members
- ✓ Old Students
- ✓

Features of the Stack holder

- ✓ Stack holder wise Dashboard & CMS
- ✓ Responsive
- ✓ Mobile application for every stack holder

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1.1. Configuration Masters and Administration

- ✓ **Manage User wise rights:** Admin can assign the menu, forms, Activities based rights depends on the role of the user.
- ✓ **Year, term and batch Configuration :** Administrator can define year and term for the exam
- ✓ **Program Structure and semester Entry:** Masters to define Program Structure.
- ✓ **Scheduling Configuration:** Masters to schedule pre-defined activities.
- ✓ **Subjects and Heads:** Subjects and Subject type management with flexible heads. Admin can manage Special subject and compulsory subject and assign to students. Also can define unique codes for subjects.
- ✓ **General Information master:** Manage Education details, Nationality, Religion, Category, Address, City, answering language etc.
- ✓ **Exam Eligibility:** Eligibility criteria define and check also manage student information based on the criteria.
- ✓ **Fee Configuration:** Fees Configuration masters to define Fees for pre-defined activities.
- ✓ **General Configuration:** Masters to define general configurations for Academic Year & Batch.
- ✓ **College Structure Configuration:** Masters to define Colleges, affiliated Programs, Yearly intake and College – Program – Subject mapping. Center Allocation to the college. College password reset and send. College Name and Address Module with effective data must be develop.
- ✓ **Exam Configuration:** Masters to define Exam related configurations.
- ✓ **Promotional Rule Configuration:** Masters to define Promotional Rules templates
- ✓ **Result Configuration:** Masters to define Result related Configuration and Grace, Ordinance, atkt, Part Exam& etc. promotional rules etc. applicability.
 - All result rules pre-defined in system
 - User can create template from that rules and can apply on multiple programs
- ✓ **Rechecking / Re-Assessment Configuration:** Masters to define Rechecking / Re-Assessment Configuration.
- ✓ **Degree Configuration:** Masters to define Degree Configurations.
- ✓ **Program / Term Related Configurations:** following configurations can be made per program / term / Duration / months etc.
 - Class Allotment in term
 - ATKT Allotment in term
 - Degree Term
 - Internship Required
 - Bond fulfillment Required
 - Promotion rule template
 - Maximum allowed time to complete program
 - Other conditions whichever is apply.
- ✓ **Audit Configuration:** University can configure events for audit from pre-defined events for which university want to view audit log on screen.
- ✓ **College Level User Configuration:** college can make user level rights management for college level activities.

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- ✓ **Certificate Configuration:** Various certificate configuration and generation like Migration, NOC, Provisional Degree Certificate, Passing Certificate etc.

1.2. HSC or Graduation Data Upload / API

University has HSC Examination Data (GSHSEB) and Graduation Data (Saurashtra University) and want to utilize it during Enrolment Form / Enlistment Form / PG Registration Form. The data should be automatically fetched on selection of Last Examination and entry of Seat No for the HSC / Graduation respectively.

1.3. Eligibility Registration Module

1. Eligibility Certificate is required for the students as below :
 - ✓ Graduate Level Program Students if they have cleared their HSC Examination from other than GSEB / ITI / Nursing Council etc. which are define by University.
 - ✓ Post Graduate / Masters Level Program Students if they have cleared their Last Graduation Examination from other than Saurashtra University.
2. University can define fees and schedule Eligibility Application Form access to applicants.
3. Applicants can quickly register and get their username and password which would have access to Eligibility Module.
4. Applicants can login and fill up their Eligibility Application Forms.
5. Applicants can submit filled Application Form and Pay Fees.
6. University can define “Penalty Fees after PEC No Generation”.
7. University can verify Application Forms and Issue / Revoke Provisional Eligibility Certificate.
8. Applicants can submit their Migration / TC Certificate along with “Penalty Fees after PEC No Generation” (if applicable).
9. University can verify and enter details and upload of Migration / TC Certificate and issue Final Eligibility Certificate.
10. Applicants can download their PEC Certificate and FEC Certificate.
11. Based on eligibility data enroll/enlist/PG from filled automatically.
12. Eligibility module must be flow wise Level checking and last final level generation certificate.

1.4. Enrolment /Enlistment / PG Registration

- ✓ University can define fees and schedule Enrolment/ Enlistment / PG Registration Form for entry to Colleges. Also there is provision available to lock the enrollment for Specific colleges.
- ✓ University can configure Direct Enrolment / Direct Enrolment (Conditional) semesters for the Program.
- ✓ Colleges can login and fill up Enrolment / Enlistment / PG Registration forms received by them. (PEC form will be convert in to Enroll/enlist/PG forms)

There are 3 modes of entry for Enrolment:

1. PEC No – For Other Board / University Students
2. GSHSEB Seat No – For GSHSEB Students whose data is uploaded.
3. New Entry – For All other Students.

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There are 3 modes of entry for Enlistment / PG Registration

1. PEC No – For Other Board Students
 2. Enrolment No – For SU Students whose data is uploaded / already available in the system (API).
 3. New Entry – For All other Students.
- ✓ Based on above conditions 1 & 2, if the data is auto fetched in the system, the system would mark the cases as “Auto Fetched Case”. For auto fetched cases, if during the Result Process of any term, in not Auto Fetched Cases the student’s result would be automatically marked to “Withheld-Auto Fetched”.
 - ✓ For all 1 / 2 / 3 conditions, other details including Aadhar No would have to be filled in Enrolment / Enlistment / PG Registration form.
 - ✓ If the Enrolment / Enlistment / PG Registration is Other than 1st Program Term, than Direct Enrolment / Direct Enrolment (Conditional) subject entry can be done by Colleges.
 - ✓ Colleges can make payment online/ offline for the entered forms and submit them to University.
 - ✓ Offline Fees Payment: List can be generated for offline payment verify.
 - ✓ University can define various queries for Enrolment/Enlistment/PG Registration.
 - ✓ University can verify the forms and put specific forms in Query.
 - ✓ Duplicate Enrollment: Duplicate entry Manage and student details check.
 - ✓ Once resolved, University can remove the forms from Query and the form would then be available for Enrolment Number generation.
 - ✓ University can generate Enrolment Numbers for the Verified forms (Except forms under Query).
 - ✓ At the time of Enrolment Number Generation, Student Users would be automatically created with **Username and password**.
 - ✓ All the functionality related to student online using this Username and password.

1.5. Exam Form Configuration Module

- ✓ University can create examination for particular Program Term along with Exam Types (Regular / Part / ATKT / etc.) – Who can fill examination forms, and list of Ordinances which can be applied for the students appearing in the examination.
- ✓ University can define below mentioned Exam Form Configurations :
 - A. **Semester to Semester Promotion Configuration:** For appearing in an Examination, below mentioned promotional rules can be applied on specific semester basis or cumulative basis:
 - Allow without Criteria
 - No. of Fail Subject Allowed
 - No of Fully Pass Semesters Allowed
 - No of Fail Passing Heads Allowed
 - Must not Fail in Specific Subject
 - Must not Fail in Specific Subject Component
 - Time Since Enrolment Effective Date (As defined in Enrolment Batch)
 - Must Pass in Specific Semester etc.
 - No of Pass subjects in semester (Multiple Semester)

These Promotional Rules can be configured to apply on Pre Fill Validation /

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Post Fill Validation basis. Pre Fill Validation rules would be applied before filling up examination forms. Post Fill Validation rules would be applied after filling up examination forms.

- B. **Carry Forward / Exemption Configuration:** For Part / ATKT students Examination forms, carry forward / exemption can be configured by University and can be applied at Examination form entry level.
- C. Different conditions like if not get FEC then exam form not filled, if Not auto fetched without solution exam form not filled will configurable.
- ✓ University can inherit this rules on template basis and can apply to multiple programs
- ✓ University can perform Extension / Debar and its solution related activity:
 - ✓ Multiple Students Maximum Term Form
 - ✓ Maximum Half Extension With Multiple Program
 - ✓ Student Maximum Half Extension
 - ✓ Student Debar and Solution

1.6. Exam Form Entry

- ✓ University can define fees and schedule Exam Form access to Student /Colleges with alert facility to stack holders etc.
- ✓ Subject Selection by Colleges for their students.
- ✓ Exam Forms will be generated by colleges for their students and that form will be displayed in college and student portal
- ✓ If configured for Students, Students and college can login to the system and pay fees for pre-generated exam form.
- ✓ Otherwise, Colleges can login, fill and verify and approved Exam Forms received by them.
- ✓ University can fill the form with late fees or penalty fees or specific fees.
- ✓ Exam Form should fetch student's personal details on entering Enrolment Number.
- ✓ Exam Form can be filled for Whole / Part / ATKT students as configured for the exam.
- ✓ For some cases, University can define Exam Form Fees specific for a particular Exam form of a student.
- ✓ If configured for Students, Students can login to the system and make payment for their Exam Form.
- ✓ Otherwise, Colleges can make payment for the entered forms and submit them to University.
- ✓ University can make Payment Collection Entry.
- ✓ University can define Exam Form Queries through Exam Form Query Master and Assign / Un-assign Query to the Exam Form.
- ✓ University can Cancel Exam Form.
- ✓ Department / College can Cancel Exam form due to term granting or any reason.
- ✓ Based on Exam form entry and center allocation Answersheet and exam center material distribution and receiving module.

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1.7. Pre-Exam Activity

- ✓ University can apply Post Fill Validation Rules as configured for the Exam and Verify the forms received.
- ✓ University can define Cluster for conducting examination. The cluster may consist of all the colleges / Center from which examination forms are filled / students would appear in examination.
- ✓ University can generate Seat No for the Exam Forms which is verified by them. Seat No generation can be done on two ways [1] Separate Sequence Number as Seat No [2] Enrolment No as Seat No with auto center allocation or without allocation.
- ✓ University can allocate Exam Center to the students on the basis of their Seat No. Allotment can be done to their own college / separate college within Cluster/ center wise allocation etc.
- ✓ University can change Exam Center Allocation of students multiple or specific student. University can change exam center from one to another center with all students or few students.
- ✓ University can generate Barcode and ID Stickers for different Marks Entry Components.
- ✓ University can generate Emergency barcode and ID Stickers if required.

1.8. College Transfer

- ✓ Student can approach to their old College to apply for College Transfer.
- ✓ Old College can apply for College Transfer for their student.
- ✓ University can verify the case and provide approval based on intake and subject available in new college.
- ✓ Once approved, University can transfer the student to the new College.
- ✓ New College can view the transferred student.
- ✓ Old College can view the status of the College Transfer Application.
- ✓ Student can view his/her current /old college.

1.9. Subject Change

- ✓ Student can approach to his/her college for subject change in his/her examination form.
- ✓ College can apply for subject change for his/her student through their login based on their available subjects.
- ✓ University can approve and make subject change.
- ✓ Colleges and students can view latest subject in examination form.

1.10. Time Table Creation for Theory & Practical Exams

- ✓ University can define Time Table for different Theory / Practical subjects for exam conduction.
- ✓ University can define College wise / Student wise / Subject wise / Date and time wise / Mark Entry Component wise Practical Exam time table for exam conduction.
- ✓ Batch allocation for practical exam with exam center.
- ✓ University can publish Time Table for colleges / students.
- ✓ Colleges / students can view Time Table for the examination.

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1.11. Hall Ticket with QR Code

- ✓ Regular and repeater hall tickets generate.
- ✓ University can publish Hall Tickets for access to Colleges and Students.
- ✓ Colleges / Students can download their Hall Tickets from their login and websites.
- ✓ Hall Ticket report should consist of QR Code which shall show them Subject Selection Details, Photo and all hall ticket details of the student.
- ✓ Exam Center Location QR code will be provided on hall ticket
- ✓ University can enter exam wise instruction to be printed on hall ticket through exam master configuration with any language (like Gujarati, Hindi, English)

1.12. Internal Marks Entry

- ✓ University level users can schedule the duration for Internal Marks Entry.
- ✓ University can configure marks entry mode from subject wise students / student wise subjects for marks entry.
- ✓ College Level users can make internal marks entry for the students who have filled examination forms and have to appear in the Internal Marks Entry Component.
- ✓ Marks Entry Edit
- ✓ College level internal marks release mechanism will be provided
- ✓ College user will receive notification for last internal marks entry date by web/mob app.
- ✓ College level users can download the report after their marks entry is done.

1.13. Examination Panel (Question Paper Delivery System)

- ✓ University can define Faculty Member Master which shall have entries for all the Professors / Associate Professors / Asst. Professors / Lecturers etc. of all the affiliated colleges. Each one would be given unique Faculty Member Code. University / College Enter details of above members.
- ✓ University can add multiple subjects can be entered with the use selection. Because there will be more than one subjects in same course
- ✓ University can assign Faculty Member to specific Subjects & Course.
- ✓ Set question paper moderator and approver details from the same page.
- ✓ Set Question Paper Template according to the course or subjects.
- ✓ Mapping Course with the template.
- ✓ Assign Template to the paper setter automatically at the time of order As per Mapping with respective syllabus.
- ✓ Assign Order for Prepare Question Paper and faculty can get the mail for received order details.
- ✓ Raise order to multiple faculty for the same subject question paper is also possible.
- ✓ University can create Subject wise Panel with Faculty Members.
- ✓ University can create Orders based on below mentioned order types :
 - Paper Setting Orders
 - Assessment Orders
 - Practical / Viva Examination Orders
 - Meeting Orders (Under Ordinance 47-A)
 - Observer Orders
- ✓ Each order may have Chairman optionally. However, chairman would be

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mandatory for Medical Programs and Practical Examinations.

- ✓ All order related Payments/Vouchers methodology will be develop.
- ✓ Question paper delivery system

1.14. Practical Marks Entry

- ✓ University can configure exam wise practical marks entry mode from 1. Examiner Wise and 2. College Wise / University Wise
- ✓ Examiners for whom order has been issued for conduction of Practical Examination, can make marks entry for Practical examination for the students for which they have conducted examination with authentication.
- ✓ University can schedule the duration for Practical Template / Antecedence sheet/ Hall ticket and Practical Marks Entry.
- ✓ Examiners can login to the system during the schedule and perform marks entry from their own user. – need to discuss for medical
- ✓ Chairman can view / modify / delete marks entry done by any of the examiner under the same order.
- ✓ Examiner / College / Chairman can download the report after their marks entry is done.

1.15. Absent Entry / Copy case entry

- ✓ Exam Center / College Level Users can make absent entry / copy case entry for the students who have been assigned exam center at their college.
- ✓ College / University Level users can download the report once their entry is done.

1.16. Theory Exam Marks Entry

- ✓ Barcode and ID Sticker based online/offline Marks Entry for Theory Exam.
- ✓ Seat Number Wise / Subject wise / Date wise Marks Entry form for University.
- ✓ Sub Component Marks Delete functionality for University.
- ✓ Excel based marks upload facility for theory / Practical exam marks.
- ✓ All rules & regulation required for entry module.

1.17. Result Process

- ✓ University can process Result, Generate Grace Analysis Report, apply Grace and Ordinance as per rule set.
- ✓ Different Type of Graces may be applicable as configured for the examination.
 - Subject wise Grace Apply
 - Exam wise Grace Apply on Overall Passing
 - 5 Marks Overall Grace for Examination applied on maximum 1 Fail subject for Medical Programs.
 - Different type of Ordinance may be applicable as configured for the examination.
 - Ordinance 156 [For Withheld]
 - Ordinance 164
 - Ordinance 164-A
 - Ordinance 165
 - Fail Ordinance 165 [Applied to a Passing Head even if the student is FAIL in

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- different Subject i.e. Even if Overall Result is not PASS]
- Ordinance 166
- Ordinance 167
- Ordinance 168 etc.
- Other rules whenever university authority define.
- ✓ University can optionally define Class and apply to students as configured.
 - University can process Assembly for Verification and Final Result with Grace and Ordinance for publish.
- ✓ University can Lock / Unlock Result Process.
- ✓ Correction Assembly Lock / Unlock functionality for University level users.
- ✓ Withheld O156 Result Process Form for University through separate form.
- ✓ University can configure Detail level grace mapping in exam wise manner with passing head
- ✓ University can make reserved student punishment duration automatically against reserved student entry.

1.18. Notification

- ✓ University can generate notification after final result is processed.
- ✓ Notification Report can be generated with list of students and their Result Category, Class (As defined in term master).
- ✓ University can upload Notification, Re-Assessment Scheduling, Result Display Scheduling for Applicant, Colleges and society through separate form
- ✓ University can also download notification wise reports from separate report form
- ✓ University can publish notification for access of Colleges, Students.
- ✓ Colleges and Students can view notification report.

1.19. Mark sheet with QR Code

- ✓ Once notification is published, Marksheet generate automatically for the students.
- ✓ Mark sheets can be generated for the selected categories i.e. Pass, Fail etc.
- ✓ Mark sheets would have QR Code which may consist of link to view Result.
- ✓ Result might be displayed with Student's personal details and other details as shown in mark sheet.
- ✓ University also make Marksheet template as per requirement.

1.20. Re-Checking / Re-Assessment

- ✓ University can define Re-Checking / Re-Assessment Application fees and schedule for Students / Colleges to apply for Re-Checking / Re-Assessment.
- ✓ University can define Term wise Is Re-checking Allowed, Is Re-Assessment Allowed, and Max. No. of Subjects allowed.
- ✓ Student / Colleges can login to the system and apply for the re-checking / re-assessment of subjects for which the student want to appear in the examination.
- ✓ Students / Colleges can make Online Payment for Re-checking / Re-Assessment Fees.
- ✓ University can view the applications and make marks entry for Re-checking / Re-Assessment / Re-Reassessment
- ✓ University can filter student to assign Re-Reassessment for students based on

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- various conditions based on marks difference.
- ✓ Only Final Marks would be consider in the system at the time of Re-Re-Assessment Marks Entry.
 - ✓ University can partially process result of the students who have applied for Re-checking / Re-Assessment and Publish notification for such students.
 - ✓ Colleges / Students can view their results.
 - ✓ Rechecking and Re-assessment separate processes.
 - Same Semester – can apply for both
 - Same Subject – cannot apply for both
 - Result – both result combined at one time only
 - Marks Entry – separate for Rechecking and re-assessment
 - Rechecking – any positive change accepted. Negative change – original marks retained.
 - Reassessment – positive changes with 8% difference (Configurable) to be considered. Original marks retained.
 - Barcode based re-assessment entry.

1.21. Degree with Photo & QR Code

- ✓ University can define Degree Fees for Degree Term Examination along with Examination Form Fees.
- ✓ Student's applying as Whole Student would be required to pay degree fees also as defined by university. However, student appearing in PART / ATKT examination may not have to pay Degree Fees again.
- ✓ University can define degree senate and freeze degree data on the basis of Examination Forms filled.
- ✓ University can generate checklist for verification and cancel any of the freeze degree.
- ✓ University can generate Degree Certificate and provide to the students through convocation.
- ✓ Students can apply for Duplicate Degree Certificate and Correction Degree Certificate.
- ✓ University can make necessary correction / generate duplicate degree certificate and provide to student.
- ✓ If the Correction is after 180 days, the correction degree would be generated in Next Senate.
- ✓ Student can change degree receiving address through the student portal
- ✓ Student can select degree receive mode (in person / in absent)
- ✓ Student can apply for Provisional degree / duplicate degree / correction degree with payment through student portal
- ✓ University also make Degree template as per requirement.

1.22. Verification Module

- ✓ Mark sheet verification application with payment from student or employer
- ✓ Degree verification application with payment from student or employer

I have read and understood all terms and conditions and implications there on of the tender document and accept it.

1.23. Student Portal Facility List

- ✓ PEC Application
- ✓ FEC Application
- ✓ Migration Application
- ✓ Transcript Application
- ✓ T/C Substitute Certificate application
- ✓ Re-Assessment Application
- ✓ Duplicate mark sheet application
- ✓ Duplicate degree application
- ✓ Provisional degree application
- ✓ Correction degree application
- ✓ Degree Address Change
- ✓ Degree Receive Mode Selection
- ✓ University can perform all student level functionality through admin portal.
- ✓ University can approve / verify / process above applications in single verification stage through functionality provided on admin side.
- ✓ Student can view all above application status through student portal
- ✓ Subject Selection View For Semester
- ✓ Internal marks for exam
- ✓ Exam Hall ticket Download
- ✓ Exam Result display
- ✓ Writer Application
- ✓ Other Applications which are not mention in above list related to student's portal.

1.24. SMS / Email Module

- ✓ University shall define various SMS / Email templates for pre-defined activities.
- ✓ University can filter recipients of their choice and send SMS / Email by choosing respective template for the activity
- ✓ SMS / Email can be sent to Students, Colleges, College Principals and On duty persons to whom duty allotted to order module
- ✓ Different Activities covered for sending SMS / Email are as below :
 - Enrolment Schedule Published
 - Enrolment No Generated
 - Enrolment – Query Assigned
 - Enrolment – Form Cancelled
 - Enrolment Number Cancelled
 - Exam Form Schedule Published
 - Exam Form Verified
 - Hall Ticket Schedule Published
 - Hall Ticket Published
 - Result Published
 - Re-Assessment Form Schedule Published
 - Re-Assessment Form Data
 - Re-Assessment Result
 - Degree Notification
 - General SMS / Email to selected Colleges / Students.
 - All Type of Student Application on Application Payment and Application Status Changed

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1.25. Reports.

- ✓ Various Statistical Reports as per the requirement.
- ✓ Pre Exam Report
- ✓ SP ID Details report
- ✓ Subject wise student list and count
- ✓ Exam End Report
- ✓ Subject wise head configuration report
- ✓ Exam Center Allocation report
- ✓ Subject wise marks report
- ✓ Result process history report
- ✓ Top student list
- ✓ Condonation and gracing reports
- ✓ Result Analysis Report etc.
- ✓ As per university requirement report generated
- ✓ Report query generation module

1.26. Other Module

- ✓ **Mobile Application For Each Stack holder**
- ✓ **Various Certificate Automation Module**
- ✓ **Student Portal Management**
- ✓ **SMS/Email Services (Step wise when require)**
- ✓ **University can generate dynamic report**
- ✓ **Every Stack holder Login (Mentioned Above)**
- ✓ **Paper setter module**
- ✓ **Paper setter, Assessment and Examiner TA/DA module**
- ✓ **Question paper delivery system (With full security)**
- ✓ **Digital Evaluation Module (Assessment module)**
- ✓ **Convocation Management**
- ✓ **Internship Module**
- ✓ **NOC Management**
- ✓ **All type of Fee Module**
- ✓ **Payment Get way Integration**
- ✓ **Display QR Code as an when require with validation**
- ✓ **All rules and regulation of Saurashtra University can apply in software**
- ✓ **Scheduling for every step / Appointment module when require**
- ✓ **Old question paper storage system**
- ✓ **Inward / Outward system**
- ✓ **Old Students can apply Online application for different facility**
- ✓ **Log Module for University/College Level**

1.27. Technology

- ✓ Latest Technology should be preferred and mention & describe in your proposal.

#imp Note

As per above given scope is brief description of all the module. Detailed scope of work given at that time of information gathering, analysis, design and preparation of SRS an all the modules process are only online/offline mode.

I have read and understood all terms and conditions and implications there on of the tender document and accept it.

A. Eligibility [Technical Eligibility Criteria for Tenderer]

1. The company should be registered under Companies Registration act 1956 (& subsequent relevant amendments) OR Limited Liability Partnership Firm under Limited Liability Partnership Firm Act 2008 OR Proprietorship firm AND The company must be operational since last five years.
2. Bidder should have average annual turnover of Rs 2.00 crores during the last three financial years. [As perAnnexure-05].
3. Bidder should submit declaration on Rs. 300/- Stamp Paper stating that his/her firm is not black listed by any Government organization/institution.[Annexure -03]
4. The bidder should be registered with appropriate tax authorities such as GST, Income tax, etc and should submit valid certificates of registration with these authorities.
5. The Bidder should have experience of minimum 2 years in supplying/customizing Examination work for medical courses and other courses.
6. The Bidder should have experience of minimum 2 number of Universities (among which 1 must have must have atleast 5000 students of single State University) of implementing/ customizing Educational/Examination related Software solutions/Services.
7. Bidder must have successfully implemented the proposed solution in at least 1State Universities for different courses may located in Gujarat is preferred.
8. The Bidder must be ISO 27001:2013 and ISO 9001:2015 certified.
9. The bidders shall have minimum Technical manpower strength of 50 persons on its rolls at least for six months before the last date of submission of TENDER(BID).
10. The agency should be a profit-making company and should not have incurred losses any of the last three (3) years.
11. Successful bidder establish his Office in Gujarat is preferred.

I have read and understood all terms and conditions and implications there on of the tender document and accept it.

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B. Technical Evaluation Parameter

SN	Technical Section	Weightage (100%) 60%** (on Scale of 100)
1	Experience of working with State / Central University More than 10 years – 10 Marks between 8 to 10 years - 5 Marks between 5 to 7 years - 2Marks less than 5 years - 1 Marks	10
2	Bidder should have experienced of examination related software work in Central Universities / State Universities / Private Universities. Each Universities=1Mark (Max. Marks =10Marks)	10
3	Bidder should have experience of minimum 2 years in supplying/customizing Examination related software work for medical courses in any University in India(State / Central University) 2 Marks for each Year (Max. Marks =10 Marks)	10
4	Total number of student users , in a single implementation of the proposed Examination solution by the Bidder at State University in Gujarat(Preferable). • Student Users > 2,00,000 = 10 Marks • 1,00,000 >= Student Users < 2,00,000 = 5 Marks • 1,00,000 < Student Users = 3 Marks	10
5	Number of affiliated colleges using examination related work in single university > 400 Colleges in single University = 10 Marks >200 <= 400 Colleges in single University = 7 Marks >100 <= 200 Colleges in single University = 5 Marks <=100 Colleges in single University = 3 Marks	10
6	Bidder must have corporate registered office in Gujarat with appropriate setup and on payroll employee. 1-25 Employee=5 Marks >25 Employee= 10 Marks	10
* Only applicable if bidder technically qualified		
7	The bidder has to present their software demo module which they have developed, implemented and delivered to other universities.	40
Total		100

***Note : Bidder has to secure minimum 36 marks out of 60 (Point Number 1 to 6) only then bidder is technically qualified and will remain present for point no. 7**

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The University will open the Commercial offers of only those Agencies whose total Technical Scores out of 100 as measured above is 60 or above.

The Technical Scores (of eligible Agencies only) will then be normalized with respect to highest score obtained by applying the formula:

$$(\text{Score Obtained} / \text{Highest Score Obtained}) * 100 = \text{say A}$$

The University will also rate the Agencies' commercial offer and normalize with respect to lowest offer by applying the formula:

$$(\text{Lowest Offer} / \text{Offered Rate}) * 100 = \text{say B}$$

The University will then convert these normalized values A and B by giving 60% weightage to Technical capability (A) and 40% weightage to commercial offer (B) by applying the formula: $(A * 60 / 100) + (B * 40 / 100) = \text{say C}$

The highest C value obtained by an Agency will be awarded the contract.

The decision of the University in the evaluation of Tender shall be final. No correspondence will be entertained in this regard.

The University may ask for meetings with the Agencies to evaluate its suitability for the assignment.

Note: The University reserves the right to reject any or all proposals.

The bidder achieving the highest combined technical and financial score will be invited for negotiations for awarding the contract. In case of a tie where two or more bidders achieve the same highest combined technical and financial score, the bidder with the higher normalized technical score will be invited first for negotiations for awarding the contract.

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C. ContractPeriod

1. Initially the contract will be for Six years., if the performance is found to be satisfactory by Saurashtra University will be extendable.
2. The accepted tender rates will stand good till the end of the contract and no hike in the said accepted rates will be permitted during the period of the agreement.
3. No change in the constitution of the contract shall be made during the Contract period without prior permission of the Saurashtra University. If such changes are made without prior permission of Saurashtra University than the contract placed with the supplier shall be cancelled and the security deposit will be forfeited and appropriate action shall be taken by Saurashtra University.

D. SecurityDeposit

1. Security Deposit : Within 10 days of receipt of the acceptance letter, the successful bidder shall submit Security Deposit of 10% (Ten Percentage) of the Estimated Order Value in the form of demand draft drawn on any **nationalized bank** payable at Rajkot in favour of **"Registrar, Saurashtra University, Rajkot"**. This is applicable to a successful bidder. The Security Deposit shall be denominated in Indian Rupees.
2. EMD will be returned back to the successful bidder only after it furnishes Security Deposit.

E. Dispute

1. If any dispute arises about the interpretation of any condition, the decision of the Saurashtra University shall be final. For settlement of dispute if any, jurisdiction of court shall be Rajkot.
2. In case of dispute between Saurashtra University and the service provider both shall make every effort to resolve amicably by direct informal negotiation for any disagreement or dispute arising between them under or in connection with the contract.

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E. Payment**Table-1 (for Medical Paramedical Courses)**

(New Approximate student will be 2500 / year it may vary.)

Phase	Payment Milestone	Payment (%) of Grand Total
Phase 1	After Prepared of SRS	10%
Phase 2	Entire Registration Work Completed	10%
Phase 3	Entire PreExamination	10%
Phase 4	Entire PostExamination	10%
Phase 5	Rest Process	10%
Phase 6	After 1 year of work order every year (For 5 Years)	10% (10 * 5 = 50%)

Table-2 (for all others Courses)

(New Approximate student will be 60,000 / year it may vary.)

Phase	Payment Milestone	Payment (%) of Grand Total
Phase 1	After Prepared of SRS	10%
Phase 2	Entire Registration Work Completed	10%
Phase 3	Entire PreExamination	10%
Phase 4	Entire PostExamination	10%
Phase 5	Rest Process	10%
Phase 6	After 1 year of work order every year (For 5 Years)	10% (10 * 5 = 50%)

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G. Penalty

1. If services are not provided as per the deadline/time limit specified in this tender, than penalty at the rate of 0.5 percentage per day of the Order Value of the Service(s) Maximum 10 percentage will be imposed on the successful bidder.
2. Legal action including Black listing will be taken against the agency in case of gross negligence and breach of secrecy/confidentiality.

H. Phase Wise Timeline (Provide by Bidders)**Medical / Para Medical Courses**

Phase	Module Name	No. Of Day
Requirement Gathering and Prepare SRS		
Phase 1	Information gathering and SRS Preparation	
Phase 2	Complete Registration Process	
Phase 3	Entire PreExamination	
Phase 4	Entire PostExamination	
Phase 5	Rest Process	

All others Courses

Phase	Module Name	No. Of Day
Requirement Gathering and Prepare SRS		
Phase 1	Information gathering and SRS Preparation	
Phase 2	Complete Registration Process	
Phase 3	Entire PreExamination	
Phase 4	Entire PostExamination	
Phase 5	Rest Process	

I have read and understood all terms and conditions and implications there on of the tender document and accept it.

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OTHER IMPORTANT TERMS, CONDITIONS & INSTRUCTIONS FOR**E-TENDER FOR CC/001/2022-23****ERP for Examination Department**

Definitions:

- a) University :- Saurashtra University, Gujarat (inshort Saurashtra University)
- b) COE : Controller of Examinations, Saurashtra University
- c) Tenderer/Bidder :- Tenderer/ Bidder is who has participated in tender process.
- d) Tax :- GST, Income Tax, etc.

The tenderer should invariably submit tender in two sealed covers separately namely:

(1)E.M.D. and Tender Fee Cover, (2) Technical Bid Cover. Both this covers should be packed inside one another sealed cover super scribed as “E-Tender for ERP for Examination Department”. Bid without Tender fee & EMD will be rejected.

- 1. Tenderer has to submit commercial bid online only. Physical submission of Commercial Bid shall not be accepted.**
2. This tender is not transferable.
3. The Bid will be evaluated based on satisfying terms and conditions, technical criteria and the financial criteria.
4. The tender should be submitted in two Envelopes A & B. Envelope-A will contain EMD & Tender Fee and Envelope-B will contain Technical Bid. Eligibility will be treated on EMD, Tender fee & technical bid. Technical bid will be opened first and evaluation will be done as per technical requirements and conditions and those who fulfill the technical requirements, their financial bids will only be opened. Bidders will upload main documents online and all documents should be submitted physically in **Hard Bound** only with page numbers mentioned on it.
5. The bidder should be able to complete all activities of the project on their own; Consortium bidding for the project is not allowed.
6. E.M.D will be forfeited if the tenderer refuses to provide the services after issuance of acceptance letter. The Earnest Money Deposit paid by the unsuccessful tenderer will be refunded to the respective parties after finalization of the tenders. No interest shall be paid on the E.M.D.

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7. The Successful tenderer is required to enter into an Agreement[as per annexure-6] on a Stamp paper worth Rs.300/- with the University. Binding them to provide the services as required by the University against the order placed by the University.
8. The tenderer shall keep their offer open valid for acceptance for a period of 180 days from the date of opening of the tender(s) within which period tenderers will not withdraw their offer.
9. Saurashtra University reserves the right for carrying out the checks & balances or tests wherever necessary and the decision in this respect of the concern authority of this University will be final.
10. The entire work assigned to tenderer is highly confidential ; hence the bidder should maintain absolute confidentiality while carrying out the work & he will have to give undertaking regarding this. The successful bidder shall not outsource/sublet any activity or process related to the entire process within the scope of this tendered work.
11. The Tenderer shall read carefully all the instructions before submitting the bid.
12. Tender submitted in part, unsigned, incomplete, unclear, unreadable will not be considered and will be rejected.
13. The technical evaluation committee may call the responsive bidders, if required for discussion or presentation to facilitate and assess their understanding of the scope of work and its execution.
14. Tenderer should read carefully all the Instructions /Terms and Conditions etc.
15. Saurashtra University may, anytime, revoke or cancel the contract placed with the supplier, without assigning any reason there-of.
16. In the event of any breach of the terms and conditions of the contract, the Saurashtra University may terminate the contract placed with supplier, forfeit the security deposit of the supplier, and make alternative arrangements at the risk and cost of the supplier.
17. The successful bidder shall compile all data related to University and hand over it to the University after expiry of the tender period. After all the data is submitted to the University, the bidder should delete all the data from the in memory/harddisk.
18. The bidder should have in-house software capability to customize according to the University requirements.
19. If any of the criteria mentioned in this tender document is not met, the University reserves the right to reject the vendor on the grounds of technical disqualification.
20. Saurashtra University reserves every rights to cancel the tender in whole or in part.

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21. Company should be aware of all cyber policy guidelines, Risk Assessment and should have an effective Disaster Recovery Management in place.
22. Successful bidder should work as per the requirements/deadlines given by the University, time-to-time.
23. Successful bidder should only involve the staff whose relative(s) is not appearing in any of Saurashtra University examination.
24. The service provider shall be responsible for the delivery of the services('s) and its successful demonstration, as per specifications listed in the tender.
25. The agency will give Identity cards to the persons working in premises of Saurashtra University. The agency will be solely responsible for leakage of any sensitive information related to examination by their employees. In case of failure, Penalty/Legal action will be taken against the successful bidder as decided by University.
26. The service provider shall be responsible for the supply, installation, commissioning and all service deliveries as listed in this tender document.
27. The service provider should commence work as per the scope mentioned in the tender document within 1 week from the date of issue of work order.
28. Saurashtra University does not bind itself to accept the lowest bid and reserves the right of accepting the whole or any part of the bid or portion of the quantity offered; and the service provider shall supply the same at the rate quoted. The Registrar on behalf of Saurashtra University reserves the right to reject/accept any or all offers received in response to e-tender or cancel or withdraw the tender notice without assigning any reason, whatsoever.
29. Acceptance of the bid shall be communicated through email to the successful service provider.
30. All Bidders should give a warranty declaration in their bid as mentioned below:
 - We shall abide by all the terms and conditions listed in this tender document.
 - We warrant all deliverable to be supplied by us as part of the tender shall be free from all defects and faults in material. All products and services shall be of the highest quality, material and services of the type ordered shall be in full conformity with the specifications therein.
 - We accept that any deviations in the material and/or solutions/software and/or services from that specified in the tender document and the accepted terms are liable

I have read and understood all terms and conditions and implications there on of the tender document and accept it.

to be rejected. We will be bound to supply all the goods/services in the specified form to the specifications as per the tender/order/contract and demonstrate the same at our own cost.

31. Successful bidder should visit the University whenever asked to through call/email on the same day to collect the data, without fail.
32. University reserves its right to visit the place of work of agency at anytime.
33. Each and every module must be properly tested and QC passed before make it live, without bug and it's checking the impact in whole system or process. And also given certificates for the same then after the payment will release.
34. Agency must be appoint the qualified and experience staff for this project at Saurashtra University Premises.
35. After the completion of project agency must be give the proper working software, other supporting License Software, data and it's source code, User and technical manuals and give to proper training to university staff at university campus until the satisfaction.
36. Agency make agreement with University for All terms and conditions.
37. During AMC period if any new development or modification required by university no extra charge will be paid to the agency it includes in AMC.
38. Saurashtra University as reserved rights to negotiate with qualified bidder if Saurashtra University management desire.
39. Bidder must be present in Pre-Bid meeting without fail for understanding the scope of work if bidder is not present in Pre-Bid meeting bidder consider as disqualified.
40. Bidder provide the all license software for developing ERP for Examination Department.
41. Selected Bidder provide the Suitable Hardware configuration to run developed application "ERP for Examination Department" for at least 6-10 years smoothly to University.

I have read and understood all terms and conditions and implications there on of the tender document and accept it.

Annexure-2 (Details of Tenderer)

1. Name of the Bidder :
2. Registered Office :
3. Working Place of the Firm :
4. Year of Establishment :
5. Type of Firm(Ownership, Partnership, Pvt. Ltd., Ltd. Co., etc.) :
6. Name, Address and telephone number of Responsible person:
Phone: (O) : (R) :
(M) : E-mail address:
7. Total Annual Turnover for Last Three Financial Years from examination related services (Enclose Certificate from C.A. as per Annexure-06):

Year	Rs. (In figures)	Rs.(In words)
2020-21	Rs.	Rs.
2019-20	Rs.	Rs.
2018-19	Rs.	Rs.

8. Total Building Area of Workspace:(With Office and Storages pace)
(Proof of ownership/lease agreement to be attached)
9. Total no. of Staff:
(a) Technically Skilled_____
- (b) Administrative _____
- (c) Semi-skilled_____
- (d) Security Staff_____
10. Your Office is having own Security Arrangements?
If Yes, of what Type? pl. give details:
11. Factory Act Registration No.(You have to enclose certified copy of Registration letter):
12. Permanent Account No. (Enclose Certified PANCARD) :
13. Registration Copy of GST :_____

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Annexure- 3**(Non Blacklisting Certification Rs.300/- Stamp Paper)****DECLARATION**

I, _____(Name of Contractor/Authorized person), Aged about _____ years, working at _____(Postal Address) do hereby swear this affidavit that, I am the proprietor/ Partner of _____(Name of company/ firm) Registered at _____.

I do hereby swear that, the tender documents submitted for the work of.....(name of the work) are true, correct and complete. I/My agency am/is not blacklisted by any organization in India from participating in any project/s, either individually or as member of a consortium.

I do hereby swear that, the documents submitted in envelope No. B of the tender document for the work of implementing the process of ERP for Examination Department are true, correct and complete. I/My agency am/is not blacklisted by any organization. In case the contents of envelope No. B and other documents pertaining to the tender submitted by me are found to be in corrector false, I shall be liable for action under the relevant provision of Indian Penal Code and other relevant laws.

If u r the undertake that if above declaration proves to be wrong/ incorrect or misleading, tender/contract stands to be cancelled/terminated immediately.

If work is allocated to our company/firm than outmost care will be taken and if we fail in any part than Saurashtra University can demand for financial loss, impose penalty, forfeiture of Security Deposit and also can take legal action against our company/firm.

Signature of Authorized person

Applicant/Contractor Name: _____ E-mail: _____

Mobile No. : _____ Place: _____ Date: _____

I have read and understood all terms and conditions and implications there on of the tender document and accept it.

Annexure-4**ON THE LETTER HEAD OF COMPANY DECLARATION OF THE CONTRACTOR**

I/We hereby declare that I/we have made myself / ourselves thoroughly conversant with the local conditions regarding all materials/equipments and labour on which I/we have based my/our rates for this tender. The specifications, and type of materials/ equipments required for this work have been carefully studied and understood by me/us before submitting this tender. I/we undertake to use only the best materials/equipments approved by the Saurashtra University before starting the work and agree to a bid by its all decisions.

I/We hereby undertake to pay our laborers/ employees engaged in this work as per minimum wages Act1948 applicable to the Zone concerned.

Signature of Contractor (Name of Contractor)

Seal

I have read and understood all terms and conditions and implications there on of the tender document and accept it.

Sign and Seal of Bidder

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Annexure-5

(On the Letter Head of CA) Turnover Certificate

This is to certify that M/s _____ (PAN: _____) registered at _____ has achieved following average annual turnover during the financial year 2020-21, 2019-20 and 2018-19.

Sr. No.	Financial Year	Total Turnover (In Rs.)
1	2020-21	
2	2019-20	
3	2018-19	

This certificate has been issued on the basis of documents and records provided to us.

Place:-.....

Date:- DD/MM/YYYY

Seal and Signature of CA with stamp.

UDIN:.....

I have read and understood all terms and conditions and implications there on of the tender document and accept it.

Sign and Seal of Bidder

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COMMERCIAL BID (TO BE SUBMITTED ONLINE ONLY)

- a) Commercial Bid filled online on n-procure website only will be accepted. Physical Commercial bid will not be accepted.**
- b) Rates + must be inclusive of all expenses/charges/taxes but exclusive of GST Only. The Bill/Invoice should be as per Government norms, indicating GST rates and amount separately.**
- c) Due to change / up gradation in system, it may be possible that one or more services mentioned in commercial bid may not be required to be performed by successful bidder.**
- d) The Saurashtra University does not pledge itself to accept the lowest or any tender and also reserves to itself the right of accepting the whole or any part of the tender or portion of the quantity offered against any item and Tenderer shall supply the same at the rate quoted.**
- e) The prices quoted should be final and no foreign exchange or import license assistance will be given to bidder/supplier.**
- f) No escalation in any for me other of materials or labour shall be payable by the University.**
- g) Service provider shall quote his rates for the items described below as per the terms & conditions of the tender documents. The quoted rates will be inclusive of all packing, forwarding, insurance and delivery at suggested sites, for a period of contract.**
- h) For L1 Total Cost will be considered.**
- i) No hike in the rates will be accepted during the contract period.**
- j) Bidder should compulsory offer for each item.**

I have read and understood all terms and conditions and implications there on of the tender document and accept it.

Sign and Seal of Bidder

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Commercial / Financial Bid**Hard copy of this Price Bid should not be submitted****“e-Tender No. CC/001/2022-23 ERP for Examination Department”****List of Services Required as per discussed in Pre-Bid meeting**

SN	Description Work for 6 years	Amount Rs. (Including all Applicable Tax)
1	Medical/ Para Medical Courses	
2	Other all Courses	

I have read and understood all terms and conditions and implications there on of the tender document and accept it.

Sign and Seal of Bidder

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Annexure–6 (on Rs.300/-stamp paper)

Agreement for 6 Years (extendable)

CONTRACT FOR PROVIDE “ERP of Examination Department” TO Saurashtra University, Rajkot.

An Agreement made on this Dt. DD/MM/YYYY between The Registrar, Saurashtra University Rajkot Its office at Saurashtra University, Munjka, Rajkot, Gujarat 360005 (herein also called the Saurashtra University) one part and..... (herein called as the Contractor) on the other part. Whereas the Contractor’s rates as under having been accepted by the Saurashtra University vide work order No..... dated..... hereby agreed between the parties as follows:-

THE AGREEMENT WITNESS AS FOLLOWS:-

1. In this Agreement words and expression shall have the same meaning as are respectively assigned to the min the condition of the contract herein after referred to the following documents shall be deemed to be formed and contract as part of this agreement viz
2. The Saurashtra University, Rajkot E-tender No: CC/001/2022-23
3. The condition of the contract.
4. The specifications, scope, instructions given by the Saurashtra University, in the tender notice No CC/001/2022-23
5. The schedule / Approved price schedule.
6. The relevant part of the tender proposal
7. Contractors letter Dt. DD/MM/YYYY
8. Rates must be inclusive of all expenses/ charges/ taxes/ GST. The Bill/ Invoice should be as per Government norms, indicating GST rates and amount separately.
9. If services are not provided as per the deadline/time limit specified in this tender, than penalty at the rate of 0.5 percentage per day of the Order Value of the Service(s) Maximum 10 percentage will be imposed on the successful bidder.
10. The contractor agrees to deposit as security amount of Rs._____/-(Rupees _____ only) for above works in the beginning of the contract and this amount will be liable for forfeiture in any event of breach of any terms and conditions of the Saurashtra University’s opinion are on or behalf of the Registrar Saurashtra University, The party has provided security

I have read and understood all terms and conditions and implications there on of the tender document and accept it.

Sign and Seal of Bidder

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Deposit by demand draft no. _____ Dated. _____, for Rs _____ /-(Rupees _____ only).

11. If any taxes, charges are payable or to be payable in the future, it will be responsibility of the contractor to make the payment and Saurashtra University are not to be responsible for the same.
12. Validity: This contract shall be valid from period commencing from Dt. _____ to _____. The contractor will not take any objection if Saurashtra University issue extension letter upto 4 more term and examination sessions if the performance is found to be satisfactory by Saurashtra University
13. The term of tender document will be final in all cases.
14. After the completion for Contract period agency must be provide all data, software and as per all tender conditions.
15. All sources code of the software is property of Saurashtra University and it is handed over to Saurashtra University Authority at the end of Module / Project / work order terms and conditions etc.
16. Last 3 Year (10% + 10% + 10%) Payment will be release only successful satisfactory work completion certification issued by controller of examination.

It is hereby agrees that the Rajkot court have jurisdiction. This contract has been executed by both the parties after full consideration and it is binding to both the parties.

In witness where of the parties here to have set their respective hands and seals the day, months and year first above written.

Place:

Date: DD/MM/20YY

Contractor sign

Saurashtra University

Witness-1

Witness-2

I have read and understood all terms and conditions and implications there on of the tender document and accept it.

Sign and Seal of Bidder

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