



ACHARYA N.G. RANGA AGRICULTURAL UNIVERSITY  
ADMINISTRATIVE OFFICE: LAM, GUNTUR- 522 034

**INVITATION FOR QUOTATION FOR DEVELOPING AND IMPLEMENTING  
ACADEMIC MANAGEMENT AND STUDENT REPORT CARD SYSTEM IN  
ANGRAU**

**Date: 16-05-19**

Project: **Institutional Development Plan of ANGRAU (NAHEP)**  
Project Code: **IBRD-87760**

To

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**Sub: INVITATION FOR QUOTATIONS FOR SUPPLY OF DEVELOPING  
AND IMPLEMENTING ACADEMIC MANAGEMENT AND STUDENT  
REPORT CARD SYSTEM IN ANGRAU**

1. You are invited to submit your most competitive quotation for the following goods:-

Brief Description of the Goods	Specifications*	Quantity	Delivery Period	Place of Delivery	Installation Requirement if any
Development of Academic Management and Student Report Card system in ANGRAU	As given in enclosures – (See website for enclosures) (Refer <a href="http://www.angrau.ac.in">www.angrau.ac.in</a> )	1	8-12 weeks after signing contract	ANGRAU HEAD QUARTERS, LAM, GUNTUR	Yes

2. Government of India has received a financing from the International Bank for Reconstruction and Development (IBRD) in various currencies towards the cost of the National Agricultural Higher Education Project (NAHEP) and intends to apply part of the proceeds of this Loan to eligible payments under the contract for which this invitation for quotations is issued.

3. **Bid Price**

- a) The contract shall be for the full quantity as described above. Corrections, if any, shall be made by crossing out, initialing, dating and re writing.
- b) All duties, taxes and other levies payable on the raw materials and components shall be included in the total price.
- c) Sales tax in connection with the sale shall be shown separately.

- d) The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- e) The Prices shall be quoted in Indian Rupees only.
4. Each bidder shall submit only one quotation.
5. **Validity of Quotation**  
Quotation shall remain valid for a period not less than 180 days after the deadline date specified for submission.
6. **Evaluation of Quotations**  
The Purchaser will evaluate and compare the quotations determined to be substantially responsive i.e.  
(a) which are properly signed ; and  
(b) conform to the terms and conditions, and specifications.  
The Quotations would be evaluated for **all the item together**/would be evaluated separately for each item. [*Select one of the options*].  
Sales tax in connection with sale of goods shall not be taken into account in evaluation.
7. **Award of contract**  
The Purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.
- 7.1 Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.
- 7.2 The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.
8. Payment shall be made immediately after development and boarding of the software.
9. Normal commercial warranty/ guarantee shall be applicable to the supplied programme / software.
10. You are requested to provide your offer latest by **5.00 pm hours on.03-06-2019** (date).
11. We look forward to receiving your quotations and thank you for your interest in this project.

Sd/-XXXX  
Dr. S R Koteswara Rao  
Dean of Agriculture (FAC) &  
Principal Investigator (IDP)  
Acharya N.G. Ranga  
Agricultural University  
Administrative Office, Lam,  
Guntur-522034  
Tel. No.: 0863-2347002(L),  
9618881023 (O).

## **INSTRUCTIONS FOR SUBMISSION OF QUOTATIONS**

1. The software firms are required to submit the quotations ( the Technical and Financial in two separate covers, these both covers kept in one single sealed covers. The last date of receiving the quotations is **03-06-2019 before 5.00PM.**
2. The software firms who qualify in technical criteria by fulfilment of all the requirements qualification criteria under item (5) above, must make a presentation of software before the committee **on 10-06-2019 at 10:00 A.M.**
3. The software firms who meet the technical requirements satisfactorily, including a satisfactory presentation, will only be eligible for opening the financial aspects.
4. If any information sought in this document is missing or not clearly specified by the bidder, it will be assumed that the organization is not in a position to furnish information.
5. An undertaking (Self Certificate) is to be submitted that the organization hasn't been blacklisted by any Central/State Government department/organization.
6. Please note that all the pages of the quotation document should be signed with date and seal of the organization and should be put near the signature of the Authorized signatory on all the pages.
7. The firm(s) may submit their quotation by Registered Post / Courier or in Person clearly mentioning the details on the cover so as to reach the Authority by the time and date stipulated by the Authority.
8. The University reserves the right to accept/reject any or all quotations received in response to calling of quotations without assigning any reasons, whatsoever. University also reserves the right to revise the eligibility criteria for short listing the firms, if necessary.
9. There is no prescribed format for submitting the required information along with the quotation. Hence, the firms may provide the necessary information in their own format.
10. The quotations without photocopies of all documents prescribed in qualification criteria under terms and conditions, will not be considered.

## TERMS AND CONDITIONS

1. The software firm is required to offer their rates for “**Academic Management and Student Report Card System for ANGRAU**”

Particulars	Unit Price in Rs. (per online application)
<i>Developing and executing software, training and maintenance for three years for “Academic Management and Student Report Card System” for Acharya N.G. Ranga Agricultural University</i>	
Modules: Front Office, Admissions, Academics, Staff, Accounts and Budget, Examination and Results, Library and Stock, Hostels and Guest House, Placements, Convocation, Transport, Students welfare, Women/ SC/ST Cell, Inventory, Stock and assets Management, <i>Some items should be developed for Affiliated Colleges and Polytechnics</i>	Provide rate for module wise including hard ware requirement, training and maintenance for three years

2. The software firm is required to develop the software as stated above
3. The price offered must be valid for a period of **six (6)** months from the date of acceptance of quotation and shall be bound by communication of acceptance within 3 days from the date of confirmed work order.
4. The quotations will be evaluated **on 06-06-2019 at 10:00 A.M.**
5. **Qualification Criteria**

The software firms are required to fulfil **all** the following ten ( **11** ) criteria under the technical aspects to become eligible for making presentation.

S.No.	Criteria	Supporting documents
1	Should be a Company registered under the Companies act 1956	Company Registration Certificate issued by ROC
2	ISO 9001: 2015 certified ISO 27001 Certification are essential	Self-attested copy of ISO9001:2015 Certificate
3	Should have an average annual turnover of Rs.10 Crores in the last 3 financial years - i.e.	Chartered Accountant's Certificate along with self-

	FY 2013-14, 2014-15 and 2015-16 from Information Technology services.	attested copy of Annual Statement containing annual turnover figures
4	Selected bidder should have provided similar software solution in university, Agriculture University experience shall be preferred	Detail of Work Order & experience details shall be attached
5	The Company should have its own developed software solution; third party software solutions will not be entertained.	Certificate to that effect
6	The bidder should have 5+ years Software Development experience in IT industry	Experience proof certificate
7	Should produce a solvency certificate from their bankers	Bankers certificate
8	The Bidder should have tailor made & ready to use software solution which can be deployed in shortest period of time frame at ANGRAU, Guntur	
9	The software firm should provide Four (4) technical staff conversant in “Telugu – regional language” full time (24x7) during online application process and web counselling.	Self certification to that extent needed
10	The software firm should provide “Multiple Payment Gateway ” for handling Online Applications.	Proof of successful implementation need to be provided
11	The company should not have been blacklisted by State/ Central Government organisation	Self certification to that extent needed

6. The software firms who qualify in technical aspects by fulfilment of all the requirements qualification criteria under item (5) above, must make a presentation of software before the committee on **10-06-2019 at 10:00 A.M.**
7. The software firms who meet the technical aspects, including a **satisfactory** presentation before the committee, **will only be eligible for the evaluation of financial aspects.** Even if the firm passes in the technical bid but fails to give a satisfactory presentation, the firm will not be eligible for financial evaluation. The decision of the committee(s) is final in this regard.

## TECHNICAL ASPECTS OF THE SOFTWARE FIRM

### GENERAL INFORMATION ABOUT THE ORGANIZATION:

1. Name and Address of the Organization :  
(Phone, Fax and E-mail address)
  
2. Name and designation of  
Head of the Organization :
  
3. Year of Incorporation :
  
4. Number of qualified service personnel :
  
5. No. of orders taken up so far :  
( Enclose user(s) list with satisfactory  
performance certificate from clients)

### QUALIFICATION CRITERIA FOR TECHNICAL

6. Qualification criteria :

S.No.	Criteria	Supporting documents
1	Should be a Company registered under the Companies act 1956	Company Registration Certificate issued by ROC
2	ISO 9001: 2015 certified ISO 27001 Certification are essential	Self-attested copy of ISO9001:2015 Certificate
3	Should have an average annual turnover of Rs.10 Crores in the last 3 financial years - i.e. FY 2013-14, 2014-15 and 2015-16 from Information Technology services.	Chartered Accountant's Certificate along with self-attested copy of Annual Statement containing annual turnover figures
4	Selected bidder should have provided similar software solution in university, Agriculture University experience shall be preferred	Detail of Work Order & experience details shall be attached
5	The Company should have its own developed software solution; third party software solutions will not be entertained.	Certificate to that effect
6	The bidder should have 5+ years Software Development experience in IT industry	Experience proof certificate
7	Should produce a solvency certificate from their bankers	Bankers certificate
8	The Bidder should have tailor made & ready	

	to use software solution which can be deployed in shortest period of time frame at ANGRAU, Guntur	
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10	The software firm should provide “Multiple Payment Gateway ” for handling Online Applications.	Proof of successful implementation need to be provided
11	The company should not have been blacklisted by State/ Central Government organisation	Self certification to that extent needed

7. Whether photostat copies of all the documents required are enclosed :

**SIGNATURE OF THE APPLICANT**

**Note:**

- a. Attach additional sheets giving full particulars (Name and address of the Firm, Name and Address of The proprietor).
- b. Quotations without photocopies of all supportive documents prescribed in technical aspects under terms and conditions, will not be considered.

**FORMAT OF QUOTATION**  
**FINANCIAL ASPECTS OF THE SOFTWARE FIRM**  
*(To be submitted in sealed cover )*

From

To

The Principal Investigator,  
 IDP (NAHEP), ANGRAU  
 Lam, Guntur 522 034 A.P.

Ref: Your Lr. No. .... Dated .....

\* \* \*

I/We have read the contents of the terms and conditions mentioned in your letter inviting quotations with details of scope of the work and agree to abide by the same.

I/We hereby offer to execute the job of calling online applications as per the details given by the University at the price given below.

I/We agree to hold this offer open for a period of **six (6) months** from the date of acceptance of quotation and shall be bound by communication of acceptance within a period of 15 days from the date of execution order.

I/We have also examined the requisite specifications for developing software for calling online applications from candidates in accordance with the requisite specifications.

I/We have carefully considered all the details/information in and we hereby agree to sign the same in token of consciously accepting the same and do hereby state that we accept them without any reservations and accordingly.

I/We quote the following rates: (Specify rates module wise)

S No	Description of Goods	Specifications	Qty	Unit	Quoted Unit Rate Rs	Total Amount	
						In Figures	In Words
A	<b><i>Developing and executing software, training and maintenance for three years for "Academic Management and Student Report Card</i></b>	<b>Modules:</b> Front Office, Admissions, Academics, Staff, Accounts and Budget, Examination and Results, Library and Stock, Hostels and Guest House, Placements,					



	<b>System” for Acharya N.G. Ranga Agricultural University</b>	Convocation, Transport, Students welfare, Women/ SC/ST Cell, Inventory, Stock and assets Management, <b>Some items should be developed for Affiliated Colleges and Polytechnics</b>					
		<b>Total</b>					
		<b>Taxes (GST etc if any)</b>					

Gross Total Cost : Rs. \_\_\_\_\_

We agree to supply the above goods in accordance with the technical specifications for a total contract price of Rs. ....(amount in figures ) (Rs. .... amount in words) within the period specified in the Invitation for Quotations and by the university

We also confirm that the normal commercial warrantee/guarantee of .....months shall apply to the offered goods.

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

**Signature of Supplier**

**Enclosures to be submit along with the Quotation**

- The quotation should be submitted in the given format (enclosed)
- Total monetary value of income performed for last 3 years
- Company Registration certificate.
- Income tax clearance certificate from the concerned IT circle.
- Company GST Certificate.
- Income tax Pan Registration certificate.
- Report on last three years income tax returns.
- Details of any litigation, current or during the last 3 years if any.
- Other copies relevant documents listed in the eligibility criteria