

BIDHAN CHANDRA KRISHI VISWAVIDYALAYA

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From:
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Notice Inviting E-Tender

The Registrar, Bidhan Chandra Krishi Viswavidyalaya, Mohanpur, Nadia is inviting quotations from competent and bonafide IT / Computer Software Development Companies / vendors registered in India, with experience in similar nature of jobs, to develop, deploy and maintain the following software(s) under Component-I, II, III and IV, as per the technical specifications enclosed as Annexure-I and II, and also available on E-Tender portal <https://wbtenders.gov.in>, within 2nd March, 2018 (up to 05:00 p.m.).

- (i) The quotation should be submitted under two bid system (i.e. technical and financial bid) with validity of 120 days or more.
- (ii) The quotation shall be submitted online **within 02.03.2018 (up to 05:00 p.m.)**.
- (iii) The **technical bid will be opened on 05.03.2018** by the Central Purchase Committee, BCKV, duly consigned for this purpose, in presence of technical expert(s). After scrutinizing, the financial offer/bid of technically qualified vendors will be opened.
- (iv) The price should be quoted in net per unit (inclusive of all taxes and duties). Quoted rates must include satisfactory installation and demonstration.
- (v) Bid papers should accompany trade license, GST registration, etc.
- (vi) Scanned copy (self attested) of the original supporting document in favour of experience and company credentials must be uploaded separately.
- (vii) Experience certificate from reputed users also needed to be uploaded.

Price bid of the vendors will be compared only if technical specificity as appended against each item is fulfilled.

Sd/-
Registrar (Acting)

Encl.: Annexure-I & II

Tender Specifications comprising of Component-I, II, III & IV**Component I : Online Module for Admission to UG, PG and PhD Courses (session 2018-19)**

Sl.	Items	Specification
Part- A) Scope of Work		
1.	Software Integrated Part	<p>The vendor will provide complete online module for admission to the various agriculture, horticulture and agricultural engineering courses under UG, PG and PhD programmes of Bidhan Chandra Krishi Viswavidyalaya. The scope of work shall include -</p> <ul style="list-style-type: none"> (i) Designing and developing user-friendly online application form for each of the following programmes, taking into account the corresponding criteria and conditions to be provided by the University in due course of time – <ul style="list-style-type: none"> (a) Under Graduate – Agriculture stream, Horticulture Stream (b) Post Graduate – Agriculture (16 disciplines), Horticulture (5 disciplines), Agricultural Engineering (4 disciplines). (c) PhD – Agriculture (16 disciplines), Horticulture (5 disciplines) and Agricultural Engineering (4 disciplines). (ii) Hosting and implementation of the Online Admission Web Application for Undergraduate, Postgraduate and Ph.D courses, which shall include online submission of Application Form for UG, PG & Ph.D courses. (iii) Provision for applying multiple disciplines for Post Graduate courses. (iv) There should be provision for SIGN UP / SIGN IN and also FORGET PASSWORD system. The SIGN UP page must contain the name of the candidate, date of birth, category, gender and a CAPTCHA. (v) The software should automatically generate and assign a Registration No. And Password to a successfully sign-up for future reference and the same should be automatically sent to the applicant's email ID from the University email ID. (vi) Provision for uploading of colour photograph, signature, and relevant documents of the candidate with the validation. (vii) Facility for editing and correction by the applicants to be provided. (viii) Preparation of merit list (category wise, like – board wise, caste wise, sports quota wise, physical disability wise, etc.) of applicants for UG, PG & Ph.D courses, based on the criteria and course specific merit ranking formulae specified by the University. Combined merit list and category wise merit list will be published, which will include details related to merit points. The merit lists must be published on a particular date and time, as specified by the University. All Merit List to be provided as excel sheets in addition to online display in appropriate format specified by the University.

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1.	Software Integrated Part	<ul style="list-style-type: none"> (ix) Admission criteria may vary from general category to reserved category. (x) Generation of Admit Cards (for PG and PhD only), (xi) Generation of list of admitted students stream-wise and campus-wise (three campuses). Real time update will be shown in the admitted candidate list as a whole and subject wise/course wise. (xii) SMS to be sent at every stage. (xiii) The University should be able to get a report through secured admin panel of admission / transfer / cancellation, etc. (xiv) Creation of a separate database for admitted candidates only. (xv) Generation of student ID and subsequent generation of University registration certificate of admitted students for the three courses. (xvi) Generation of Roll Nos. campus-wise and stream/discipline wise and (xvii) Provision for offline counselling session for admission to UG, PG and PhD courses, campus wise, faculty wise, stream/discipline wise, using the data generated after completion of the online process. Seat matrix shall be available and real time seats position of faculty / discipline / campus wise will be displayed during counselling. (xviii) Generation of admission letter to the candidates at the time of admission/counselling. (xix) Individual position with details against application/registration no., subject-wise, campus-wise, category-wise, marks-wise, etc. (xx) Additional provisions for post-admission filtering (course wise, campus wise, gender wise, caste wise, religion wise, etc.) and enabling utilization of admission data (student details – course wise and college wise, discipline wise for PG & PhD courses) with two sections of the University –Examination Section and Scholarship Section. (xxi) Data shall be migrated to the University’s own Server according to requirement. (xxii) Soft copies must be provided in appropriate format as specified by the University. <p>Note: Number of applicants last year was 8000 (approx.) including UG, PG and PhD courses under all three faculties (agriculture/horticulture/agricultural engineering), and number of admitted students last year was 800 (approx.) including UG, PG and PhD courses under all three faculties.</p>
2.	Payment facility	<ul style="list-style-type: none"> (i) Maintaining the online payment facility of application fee using Bill Desk payment gateway, as well as offline payment facility using bank challan to be auto generated. (ii) In case of online payment, it should be reflected instantly and a receipt to be generated instantly for applicant. (iii) In case of offline payment, it should be reflected after bank stipulated hours of making such payment through bank challan. (iv) Applicant may take print out of forms and receipts/challans using secured access. (v) Payment status list must be generated. (vi) Integration between Application No. and Student ID No. And Chalan No. is required as a future reference.

3.	SMS Gateway Pack	15000 (approx.) SMS facility (SMS to be sent at every stage).
4.	Hiring of Virtual Private Server for six months, w.e.f. 14.05.2017	<ol style="list-style-type: none"> 1) Processor Intel Xeon CPU ES-2630L v2 @ 2.40 GHz, OS: Windows Server 2012, RAM- 8 GB, HDD – 240 GB. 2) The online admission website should be up and running for 24x7 and adequate bandwidth should be provided. 3) The online portal should be compatible with all popular browsers like Firefox / Google Chrome / Internet Explorer / Opera, etc.
5.	Domain Renewal	For one year
6.	Domain Name Registration	Two new .IN Domain Name Registration for one year
7.	Ownership of Intellectual Property	The ownership of Intellectual Property (comprising of Source Code with database Schema, along with generated data) will remain with the University for future use. The Software will be loaded in one of University's Computer with full functioning features. Source Code and generated database to be handed over to the University.
8.	Other Requirements	<ol style="list-style-type: none"> 1) The vendor should create and maintain a Master Database for the University to house all the data generated in the application/admission process. 2) The vendor should make provision for enough data storage space, speed, and bandwidth necessary for online admission. 3) The University should have access to the submitted form details in xls/cvs/txt/pdf format at all stages of the admission process. 4) The vendor should provide adequate security against virus attack / hacking / manipulation of data, etc. Following the approved cyber security guidelines. 5) Adequate provisions for backup must be provided. 6) The vendor should provide customer care service (between 09:00 a.m. and 08:00 p.m.) to the applicants in the form of telephonic help for how to fill the form, giving the information regarding status of the application form and examination updates. 7) A sample PDF Field Form should be provided with instructions, which can be downloaded by the applicants. 8) The vendor should provide necessary passwords/source codes to the designated officials/personnel of the University associated with admission work and train them, if required. 9) The vendor should ensure smooth and trouble free operation of the software not only for the applicants but also for the University functionaries. 10) The vendor should provide an administrative panel in the software and the software should be dynamic so that University may customize the application form/data, if required. 11) Quality Declaration: The supplied software must be free from all defects and faults in quality.
Part- B) Annual Maintenance		
1.	Maintenance of Software for subsequent academic sessions	The Vendor should also quote the cost of maintaining the software per year for subsequent academic sessions, i.e. from 2019-20 and onwards, at least for two more academic sessions, with new data , including therein the cost of (i) hiring of virtual private server for six months each year; (ii) renewal of two domain names each year; (iii) SMS Gateway pack of 15000 SMS facility each year; (iv) providing one technical manpower for eight (8) months during each of the academic sessions.

Component II : Scholarship Processing Software for UG, PG and PhD Courses

Sl.	Items	Specification
Part- A) Scope of Work		
1.	Software Integrated Part	<p>Development of software for management of student scholarship records, by utilizing the student related data generated and stored in the Admission Software and Examination Software. The software should provide for –</p> <ul style="list-style-type: none"> (i) Feeding of student data, generated during the admission process, into the Scholarship Software for the current academic session. (ii) Feeding of old data of registered University students who had already taken admission during the previous four academic sessions. (iii) Maintaining records of scholarships applied for by each student, covering three faculties (Agriculture, Horticulture, Agricultural Engineering) for UG, PG & Ph.D courses of three campuses – Application processing and disbursement. (iv) Management of Scholarship actually availed by each student, covering three faculties for UG, PG & Ph.D courses. There are about twenty (20) categories of scholarships. (v) PG/PhD Stipend Management – eligibility, stipend calculation. (vi) Filtering of data to prevent duplication of scholarship payment in respect of each student. (vii) Generation of list of students eligible for University Merit Scholarship based on Semester Exam Results, generated in the Examination software. (viii) Provisions for generation of study / transfer / migration certificates.
2.	Ownership of Intellectual Property	<p>The ownership of Intellectual Property (comprising of Source Code with database Schema, along with generated data) will remain with the University for future use. The Software will be loaded in one of University's Computer with full functioning features. Source Code and generated data base to be handed over to the University</p>
Part- B) Annual Maintenance		
1.	Maintenance of Software for subsequent academic sessions	<p>The Vendor should also quote the cost of maintaining the software per year for subsequent academic sessions, i.e. from 2019-20 and onwards, at least for two more academic sessions.</p>

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Component III : Examination Result Processing Software for UG and PG Courses

Sl.	Items	Specification
Part- A) Scope of Work		
1.	Software Integrated Part	<p>Development of software for management of student exam records semester wise, by utilizing the student related data generated and stored in the Admission Software. The software should provide for –</p> <ul style="list-style-type: none"> (i) Feeding of student data, generated during the admission process, into the Examination Software for the current academic session. (ii) Feeding of old data of registered University students who had already taken admission during the previous four academic sessions. (iii) Maintaining records of exam results / grade card, course/module-wise of each student, covering eight semesters for UG courses, and four semesters of PG courses, under three faculties (Agriculture, Horticulture, Agricultural Engineering), and campus wise (three campuses). Each semester on an average comprises of about 10 (ten) subjects. (iv) Provisions should be made for maintaining such exam records for students studying under old and new syllabi, separately. (v) Calculation/extrapolation of GPA, CGPA and OGPA from the marks obtained by each student, semester-wise, covering three faculties and three campuses for UG and PG courses, and subsequent generation of Tabulation Sheets. (vi) Generation of grade sheets/reports, consolidated grade sheets, as well as result for each student - UG or PG, and generation of merit list for each semester, campus-wise (three campuses) and faculty-wise for UG and PG courses. PG Course covers 23 (twenty three) disciplines covering three faculties. (vii) Generation of Provisional Degree Certificate for UG and PG courses of three faculties and three campuses. (viii) Generation of Convocation List and Degree Certificate.
3.	Ownership of Intellectual Property	<p>The ownership of Intellectual Property (comprising of Source Code with database Schema, along with generated data) will remain with the University for future use. The Software will be loaded in one of University's Computer with full functioning features. Source Code and generated data base to be handed over to the University</p>
Part- B) Annual Maintenance		
1.	Maintenance of Software for subsequent academic sessions	<p>The Vendor should also quote the cost of maintaining the software per year for subsequent academic sessions, i.e. from 2019-20 and onwards, at least for two more academic sessions.</p>

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Component IV : Temporary Deployment of One Technical Manpower for maintenance of the three Softwares during the first twelve months, w.e.f. 1st May, 2018, after installation of the three Softwares

- (i) Service of **one dedicated technical person** must be provided by the vendor **for the first 12 months, w.e.f. 1st May, 2018** to assist the University in managing the technical issues associated with installation and operation of the three softwares that may arise during the operation of the three process - (a) online admission process, (b) scholarship data management process, and (c) exam result generation process, **during the academic session 2018-19.**
- (ii) The dedicated technical person must be stationed at the University **during office hours and on all working days, throughout the academic session 2018-19, i.e. from May 2018 to April, 2019.**
- (iii) **In respect of the Online Admission process,** contact mobile number/s of the vendor's own technical person will be provided on the University website for providing instant assistance to the applicants in respect of the difficulties that would be encountered by the applicants during online submission of Admission Forms. **The vendor should be responsible for providing such assistance to the applicants between 09:00 a.m. and 08:00 p.m. every day during the entire period for which online submission will remain open.**
- (iv) The technical person will also help the Admission section in managing and operating the admission software, and in performing all the software enabled admission related processes, as already detailed under Scope of Work for Component-I, for the academic session 2018-19, after completion of the first phase of online submission of application forms.
- (v) **In respect of Scholarship Management process,** the technical person will assist the University in loading old data of registered University students who had already taken admission during the previous four academic sessions. The technical person will also help the Scholarship section in managing the technical issues associated with the software for the new/current academic session 2018-19.
- (vi) **In respect of Exam Result Generation process,** the technical persons will assist the University in loading old data of registered University students who had already taken admission during the previous four academic sessions. The technical person will also help the Examination section in managing the technical issues associated with the software for the new/current academic session 2018-19.

Terms and Conditions:

- 1) The costs should be mentioned inclusive of all taxes and duties. **Rates should be mentioned separately for each Component, and also separately for Part-A and Part-B under each Component. Quotations should comprise of technical and financial bids, which will be evaluated separately.**
- 2) **The financial bid will be evaluated after considering the consolidated rates for all components. Proof of Vendor's credentials and working experience should also be enclosed along with the quotations.**
- 3) **After opening of technical bid, the technically qualified vendors will be asked to make a presentation of the scope of work in presence of experts.**
- 4) **It is mandatory for each vendor to quote for all the four Components.** Vendor(s) not quoting for any one component out of the four Components would not be considered as a valid bidder and the University will have the rights to reject their quotations.
- 5) The credentials and working experience of a Vendor will be the prime deciding factor in respect of choosing the vendor.
- 6) **Validity of Bids:** Tender/Bids must be valid for 120 days from the tender opening date.
- 7) **Eligibility Criteria of the Vendor:**

The tenderer must fulfil the following eligibility criteria failing which their offer will be summarily rejected –

 - (a) The tenderer must possess required valid licenses, registration, etc. Issued by Competent Authority as per law. Self-attested documentary proofs of the same to be uploaded.
 - (b) The tenderer must have completed satisfactorily similar nature of job (during the last three years), preferably in other educational institutions, like University / College / IIT/ IIM / etc. or in any other Government/autonomous/PSU organisation (Central or State), for developing and maintaining similar softwares.
 - (c) Satisfactory completion certificate issued by the concerned educational institute/ Govt./Autonomous and other organisation under the signature of the appropriate authority should be uploaded.
 - (d) The tenderer must have total turnover of at least Rs.5.00 lakh during the combined period of the last three financial years, including the current financial year.
 - (e) The tenderer should upload copy of income tax return and annual accounts of the last three financial years.
 - (f) The tenderer must have its own bank account, PAN, GST and Service Tax Number. Self-attested documentary proofs to be uploaded.
 - (g) The credentials and working experience of a Vendor will be the prime deciding factor in respect of choosing the vendor.
- 8) Bidhan Chandra Krishi Viswavidyalaya, Mohanpur, Nadia reserves the rights to accept/reject any vendor or any offer (in full or in part) without assigning any reason thereof.

- 9) **EMD-** (a) **Vendors are required to pay the requisite amount Rs.3,000/- (Rupees Three Thousand) only as EMD draft, inclusive of Component- I, II, III & IV. Scanned copy of the requisite draft must be uploaded as supporting document during submission of e-tender. Without EMD quotations will not be considered for technical or financial comparisons. Draft for EMD must be drawn in favour of 'Bidhan Chandra Krishi Viswavidyalaya', and payable at SBI, Kalyani Branch (IFSC: SBIN0001082) or United Bank of India, payable at BCKVV Branch (IFSC: UTBI0BCKC16).**
- (b) EMD exemption certificate, if any, should be uploaded or attached.
- 10) **The work will be required to be executed as per the following schedule -**
- (i) **Admission Software** is required to be made ready **within 15th April, 2018.**
 - (ii) **Examination Software** is required to be made ready **within 30th April, 2018.**
 - (iii) **Scholarship Software** is required to be made ready **within 31st May, 2018.**
- 11) **Terms of Payment** - Payment for each Component will be released in two parts and also Component-wise, after successful and satisfactory completion of work under each Component (I, II & III). First part payment, @ 30% of the total cost of each Component, will be released separately for each component after the software for each Component is successfully developed and after successful trial run by the concerned department of the University. Balance and final payment will be released separately Component-wise after successful and satisfactory completion of work under each Component and also after handing over of Source Code with Database of each Component to the University.
- 12) **Conditions of Services:** (a) If the supplier fails to provide the services by the specified date, penalty at a rate, to be fixed by the University, will be deducted from the total order value. (b) Any deviation in the services and the specifications from the accepted terms is liable to be rejected and the supplier needs to replace the rejected software free of cost in the specified form to the satisfaction of the University.
- 13) **Settlement of Disputes:** In the event of any dispute or difference(s) between the University and the vendor(s) arising out of non-providing of services not found according to the specifications or any other cause whatsoever relating to the work order before or after the work has been executed, shall be referred to the Vice-Chancellor, Bidhan Chandra Krishi Viswavidyalaya, Mohanpur, Nadia who may decide the matter himself or may appoint arbitrator(s) under Arbitration and Conciliation Act. The decision of the arbitrator shall be final and binding on both the parties. All disputes shall be subject to jurisdiction of Court at Kalyani only.
- 14) All supporting documents, like trade licence, credentials, working experience should be uploaded.

Confidentiality and security of the information is to be assured by the concern.

The Last Date for submission of quotations is 2nd March, 2018 (upto 05:00 p.m.).
