

LAKSHMIBAI COLLEGE, UNIVERSITY OF DELHI,
ASHOK VIHAR, PHASE-III, DELHI – 110 052

Sealed Quotations are invited for hosting, maintenance and upgradation of college website, time table software and HR panel of Lakshmibai College, University of Delhi, Ashok Vihar, Phase-III, Delhi – 110052. The period of proposed contract will be for the period of one year w.e.f. the date of award of contract which may be extended further on satisfactory performance of services. The project should be operational immediately

ELIGIBILITY CRITERIA FOR SUBMISSION OF QUOTATION:

1. A reputed contractor/company having experience of at least 2 years of running and operating Portal Solutions in an integrated way to manage the information systems in Educational institutions/College/Universities who can cater to the needs of students, staff and visitors are eligible to submit bid in response to this notice.
2. The Company/firm should be registered in India.
3. Client Lists with Testimonials (minimum three)
4. The vendor should provide the GST and PAN number allotted by the respective authorities.
5. The vendors are required to deposit an Earnest money (EMD) of Rs. 10,000 (Rupees Ten Thousand only) in favour of Principal, Lakshmibai College
6. The vendor should be a national level IT organization with experience in the field of Portal software conceptualization, design, development, deployment, customization and maintenance for at least two years as on 30.06 2018.
7. The vendor must have successfully implemented at least two similar ERP project during the preceding two years for a large University/Educational institution.
8. The vendor should have an office at Delhi/NCR location with a reasonable support staff strength.
9. The vendor must keep all data confidential at all time and no sharing of any data with any third party without prior consent.
10. The payment will be made by the college as per the Government of India rules.
11. In case of Failure by the vendor to provide satisfactory services, the college reserves the right to withhold the payment and also the vendor will have to make good the payment done by the college within one month of notification of failure

The duly sealed quotations super-scribed as "Quotation for hosting and maintenance of college website, time table software and HR panel of Lakshmibai College" should be submitted to the Principal, Lakshmibai College, Ashok Vihar, Phase-III, Delhi- 110052. The last date of submission of quotation is **25th July, 2018** on or before **12:00 pm**.

Note: The vendors who had applied earlier need not to apply again. They are only required to submit an EMD of Rs. 10,000/- in favour of Principal, Lakshmibai College.


PRINCIPAL


Request for proposal for hosting, AMC and maintenance of college website, time table software and HR panel for Lakshmibai College, University of Delhi,

The college requires unlimited hosting and AMC for the following:

1. College Website,
2. Time Table Software,
3. HR Panel.

The hosting requirements should be as given below:

1. Web Space : UNLIMITED
2. Bandwidth/month : UNLIMITED
3. 256 Bit SSL for Unlimited Domain
4. Email Accounts : UNLIMITED
5. Sub Domains : UNLIMITED
6. FTP Accounts : UNLIMITED
7. Database My SQL: UNLIMITED
8. Site Backup : Weekly
9. Hosting Domain Limit : Unlimited
10. Backup on request : Yes
11. Free Website Migration
12. 24x7 Free Support
13. Money Back Guarantee
14. Premium Data Security
15. 100% Uptime

The AMC and development of college website and time table software should have the following features:

1. Semester Migration of the students
2. Time-Table
3. Attendance
4. My Attendance (For Students)
5. Time - Table for Students
6. Assessment Module
7. Email Integration
8. Faculty Master
9. Course Master
10. Subject Master
11. Fee Module

The modules should cater to all Departments, Stakeholders with 4000 (approx.) regular full-time students enrolled in various PG and UG programmes of study. Standardized and customizable reports should be provided with each module.

1. Role Based Access Management module should be created as part of the software to enable college in creating different types of roles and assign the permission based on their roles.
2. Identified users to have role based access rights. Detailed project-specific information should be available only to authorized users.

3. The system should be robust and scalable.
4. The application should enable remote data entry and reporting without compromising security.
5. It should have Issue tracking facility to track and monitor the issues reported by various users.
6. The portal should have search functionality to query for content by keywords.
7. Report Generation module should be created to enable users to view various reports based on their roles. The system should be capable of generating general and customized reports in multiple formats.
8. Passwords should be stored in encrypted format. After 5 consecutive wrong attempts, the password should be reset and new password would be sent to user on registered email or mobile no.
9. Portal should be developed with aesthetic user interface to ensure professional look and feel.
10. Software/Website should be accessible on all platforms and be compatible with popular browsers such as IE, Chrome, Firefox, Safari etc.
11. Customize examination form and admit card for each student (with photo upload functionality).
12. Report Card Module capturing the entire life cycle of the student including attendance (both subject-wise and average) and internal assessment of the all previous and ongoing semesters.
13. Client site, online and on call support should be 24/7.
14. Hands on training for the dealing assistants and teaching staff for at least 3 weeks in the beginning. 2 weeks training at the time of Attendance / Assessment / Student Registration of students for the first time (admissions).
15. Online fee payment and real time updation of data.
16. First time bulk data upload of existing students to ensure smooth transition.
17. Availability of all past data.
18. Updation/modification of college software as per university/college requirements from time to time.
19. Teacher's feedback in student's module.


Requirements:

1. Student Registration Module
 - a. Role Based: Admin & Faculty
 - b. Web View
2. Semester Migration
 - a. Role based: Admin & Faculty
 - b. Web View
3. Time-Table
 - a. Role based: Admin and Faculty
 - b. Web & Mobile View
4. Attendance
 - a. Role based for Admin & faculty
 - b. Web & Mobile view
5. My Attendance (For Students)
 - a. Web & Mobile view
6. Time - Table for Students
 - a. Web & Mobile view
7. Assessment Module

- a. Role based: Admin, Faculty & Students
- b. Web View
- 8. Email Integration
 - a. For Students & Faculty
 - b. Web & Mobile view
- 9. Faculty Master
 - a. Web View
- 10. Course Master
 - a. Role based: Admin
 - b. Web view
- 11. Subject Master
 - a. Role based
 - b. Web view
- 12. Fee Module
 - a. Role based: Student & Admin
 - b. Web view
- 13. Login
 - a. Role based: Students, Admin, Sub admins, Faculty

The HR panel

The college needs the updation and maintenance of existing HR panel for entire staff of the college (Teaching and Non Teaching). The vendor is expected to register all employees and update leave at their credit in the system to begin with. This includes all different types of leaves that an employee is entitled to. Please note that these leaves are to be credited on annual basis as per DU rules. Some of the leaves are reset every year without the balance being passed on to next year while others are accumulated over the working life. We would need all these customisations and also any changes to be made effective as per notifications from MHRD, DOPT, DU and other such regulatory bodies from time to time.


Principal

