



RAYALASEEMA UNIVERSITY :: KURNOOL

(A State University established by Government of A.P)

Tender Schedule

Registrar,

No.RU/Online Application Forms/Exams/2018

Date: 27-06-2018

Sub:- Rayalaseema University - Examination Section - Supply of software Development of online Application for all B.Ed., UG, PG and Professional courses Exams —Quotation Requested — Reg.

Ref:- Vice-Chancellor's orders dated:- 25-06-2018

Sealed Quotations are invited from reputed firms/organizations having experience in undertaking **the** works related to Online Examination Applications in order to undertake the following examination related works for the Examination Section, Rayalaseema University, Kurnool from the year 2018 - **2019**. The quotations along with the processing fee of Rs 2000/- and the EMD of Rs 1,00,000/- ,Two distinct DDs should be in favour of “The Registrar, Rayalaseema University, payable at Kurnool should reach the *REGISTRAR, RAYALASEEMA UNIVERSITY KURNOOL-518007, Andhra Pradesh* **on or** before 5 p.m. of 16-07-2018 through post only. **The terms and conditions, scope of work and quality requirements are enclosed herewith.**

1. In this connection. I am to request you kindly send your quotation with the **lowest rates**
2. The firm should attest their previous work orders of various universities for **performance** verification. Kindly send your quotation in a sealed cover Super scribed as "QUOTATION FOR DEVELOPING THE ONLINE EXAMINATION APPLICATION PORTAL"
3. The quotations which are not sealed and received after the prescribed date will be **SUMMARILY REJECTED'**
4. The firms shall abide by the other terms & conditions of the University.
5. The soft copy of the reports to be submitted after completion of each examination in the format specified by the university.
6. The date of opening the tenders will be intimated through the university website

ruk.ac.in

I. QUALIFICATIONS CRITERIA

The University is following **Quality and Cost Basis System (QCBS)** four stage methodology to award the tender. The four stages are as mentioned below

Stages of Qualification

- 1) *Mandatory Qualification*
- 2) *Technical Evaluation*
- 3) *Commercial Evaluation*
- 4) *Final Evaluation and award*

Stage-1: Mandatory Qualification Criteria

1. The EMD amount for the project has to be submitted
2. Organizations should have prior experience in the development and execution of Examination Management system and must have executed such projects as an automated outsourced model in the past 5 years.
3. Bidder should have delivered in the past or should be delivering currently a minimum of three similar projects in Central /state Universities in last Five years; and at least one of which should be in the state of Andhra Pradesh.
4. The bidder's average turnover for last three financial years (2015-16, 2016-17 & 2017-18) should be average of at least 5 Crores in Indian rupees
5. The bidder should be able to deliver all activities of the project on their own; Consortium bidding for the project is not allowed.
6. The bidder should be a valid ISMS 27001 or ISO 9001:2008 certified company
7. Any company black listed by Government of AP / Universities / GOI will not be eligible to participate in the tender process

- *For the above mentioned mandatory requirement, the bidder should submit the necessary documents, any Bidder neither satisfying nor able to prove will be rejected at Stage-1*

Stage-2: Technical Evaluation

1. Qualified bidder's from *Stage-1* will be eligible to participate in the Technical evaluation
2. The Technical Evaluation Committee will examine all of the technical pre-requisites for the conduct of the services. Each Bidder will be awarded a Technical Score (TSabs) out of 100 points by the Committee based on the parameter mentioned. The bidders are required to submit documents to establish their capability and also presentations and demo of the software.

Sl No	Description	Parameters	Points
1	The responder's average annual sales turnover during the last three years (Ended 31.3.2018). The turnover refers to a company and not the composite turnover of its subsidiaries /sister concerns etc.	Upto 2 Crores	5
		2-5 Crores	7
		>5 Crores	10
2	Experience of ERP software conceptualization, design, development, deployment, customization and maintenance (at least last three years as on 31st March, 2018)	2 Years	5
		2-5 Years	8
		More than 5 Years	10
3	Number of successfully implemented (at least three) turnkey project with man power stationed throughout the year during the preceding five years for a large University/Institute. One of these MUST be Andhra Pradesh central/state level university with similar or higher project cost	1	15
		2	20
		More than 3	25
4	Proven in-house software capability a. Imaging (OMR/ICR/Barcode) b. Frontend & Backend tools c. Hardware & Networking system		5
5	ISO 9001:2008 ISO/IEC 27001:2013	5 points for each certificate	10
6	Implementation plan & Schedule a. Data mining & migration b. Delivery timelines		5
7	Contributed to employee welfare through Provident Fund or other benefits (like insurance, ESI, pension fund etc) to employees	>=20	5
		>=40	7
		>=60	10
8	<u>Demo & Presentation of the system</u> The bidder must show the proposed system with • Technical Architecture • Mandatory and Optional Modules • Module Integrations • Report Generation		25
Total Technical Score (TSabs)			100

- *In the Technical evaluation, Bidder has to score a minimum of 50 points (TSabs); any bidder with less than 50 points will be rejected at Stage-2.*

The Tsabs would be normalized on a scale of 100, with the maximum score(Tsmax) being normalized to 100 and the rest being awarded on directly proportional pro-rata basis on the maximum score(Tsmax).

TS = (TSabs / TSmax) * 100 (rounded to 2 decimal places).

TS is the normalized Technical Score for the bidder under consideration;

TSabs is the absolute technical score awarded for the bidder under consideration; and

TSmax is the maximum absolute technical Score of all the scores

Technical capabilities and similar experience:

- a. The vendor should have adequate infrastructure to handle the project.
- b. Should have experience of using Imaging Technology comprising of Bar Codes / QR Code / OMR / OCR and ICR for University Examination Results Processing Activities.
- c. Fluency in Windows, DOS Operating Systems.
- d. Proficiency in the Frontend/Backend tools primarily in Microsoft technologies, which can handle large data base and high security.
- e. Should have basic knowledge of Hardware and Networking systems.
- f. Should be able to visualize such systems, which will contribute to the improved performance of the University.
- g. Bidder should have an in-house software capability to customize according to the University requirement
- h. The vendor should be able to handle and provide web service of the results – to the social welfare department of the A.P. government to maintain all the results in web service mode.
- i. Any new type of services need by the government/university as and when required by the same.

Stage-3: Commercial Bid Evaluation

1. Qualified bidder from *Stage-2* will be eligible to participate in the Commercial evaluation
2. The Absolute financial Quote(CSabs) would be normalized on a scale of 100, with the minimum value(CSmin) being normalized to 100 and the rest being awarded on inversely proportional pro-rata basis on the minimum value.

The Bidders Commercial Score is normalized as follows:

CS = (CSmin / CSabs)* 100 (rounded to 2 decimal places).

CS is the normalized CS for the bidder under consideration;
CSabs is the absolute financial quote by the bidder under consideration;
and
CSmin is the Minimum absolute financial quote of all the quotes.

Stage-4: Final Evaluation & Award

A committee will be constituted under the direction of The Registrar to finalize the successful tenderer. The committee will finalize the successful tenderer by considering Technical quality bid & cost based bid. The decision of the committee will be final.

II. SCOPE OF THE WORK

To carry out the entire activities related to examination as an automated model, covering from Registration through Convocation activities as listed below:

SCOPE OF THE WORK

To carry out the entire activities related to examination as an automated model, covering from Registration through Convocation activities as listed below:

1. Setting up of Course Regulations, subject parameters and Question Paper codes
2. Online capturing of Admission data and generation of Register Numbers
3. Online generation and printing of Application form, Hall ticket and candidate list at college level
4. Online updation of candidate list and preparation of examination schedules
5. Generation of Q.P. indent College wise and examination center wise for hosting the same on Internet
6. Online generation of Answer Book requirement and Answer Book bundle dispatch statement – examination center wise
7. Printing and supply of Invigilator diary – Unique Candidate Barcode / QR code printing (center wise of students appearing for a paper)
8. Online capturing of I.A. / Viva / Practical marks from colleges and preparing the IA data files for hosting on internet for verification from colleges.
9. Receipt and maintenance of answer books from examination centers, counting and sorting of answer books based on question paper code and Coding of answer scripts/preparation of bundles.
10. The coded answer scripts to be issue to the evaluation coordinators along with OMR award sheet.
11. Post evaluation, scanning of OMR award sheet to extract theory marks and discrepancy solving.
12. Online capturing of examiner information and generating ID numbers and Gradation list.
13. Maintain answer books in racks for easy retrieval
14. Provision for colleges to enter Absentees and Malpractice details online
15. Result computation
16. Generation of data files for hosting result on internet
17. Printing of marks cards college wise
18. College wise sorting of Marks card
19. Generation and printing of examiner wise and coordinator wise Work–done statement
20. Generation of all mandatory reports such as Marks Ledger (bounded), Result Sheet, Rank List, Merit List, Toppers List, Statistical Reports, etc.
21. Convocation process
22. Generation & printing of Provisional pass certificate
23. Generation of Eligibility list & reports for generation of Medal list

- 24.To support in Revaluation / Retotaling / Challenge valuation / Board valuation / 3rd valuation such as pulling out Answer scripts / masking of marks / coding / entry of revaluation marks / generation of 3rd valuation report.
- 25.Procurement of consumables such as Computer Continuous Stationery, Covers for coded answer books, Printer Ribbon Cartridges and Refills etc.,
- 26.Preparing data for next examination after updating the results announced later and incorporating the Revaluation / Retotaling / Challenge Valuation results, also hosting results on internet & enabling Results declaration through SMS to candidates.
- 27.Support to be given for old corrections such as name corrections, announcement of “to be announced later cases-TAL cases”, etc., (for cases which are computerized).
- 28.Legacy data to be converted to support the above said activity.
- 29.Tracking and mapping of Marks card with Registration number
- 30.Hosting of results on to the Internet Cloud. (Data Availability for candidates on the Website)
- 31.Has successfully Integrated as Web service for XML transformation of date for both GET & POST format for at least **one University** for the Govt. of Andhra Pradesh, Social welfare Department for the Jnanabhumi Website.
- 32.As per the Requirement mandated by Govt. of Andhra Pradesh Social welfare department Has successfully integrated SWD – PMS - Jnanabhumi – Release of ‘Reimbursement of Tuition in the required Format
- 33. NAD integration capability for Certificate depository enablement (Space & Server & Internet Bandwidth will be provided by the University)**

Note:

1. The University will provide the following:
 - a. Space, Tables & Chairs
 - b. Power Backup
 - c. Answer Books
 - d. Marks card
 - e. Convocation certificate
2. Technology to be used
 - a. Web based modules
 - b. Imaging technology based modules
 - c. Legacy modules or any other latest modules acceptable to the University

Modules based on the above technologies shall be introduced at the appropriate time by keeping in mind the implementation phase / schedules.

III. TERMS AND CONDITIONS

1. The Bidder shall ensure credit and tender processing fee Rs 2,000/- and EMD of Rs 1,00,000/-(One Lakh Rupees only) in two distinct Transaction payments, D.D. in the Name of “Registrar, Rayalaseema University, payable at Kurnool. in the respective receiving bank accounts of e-procurement on or before last date of Bid submission.

In any case if the bidder makes entire payment in multiple parts, tender is liable for rejection.

2. The Bidder should submit an affidavit certificate by a notary stating that the firm was not blacklisted by any Government organization / institution.

3. Financial bid of those vendors who qualify in technical evaluation will only be opened.

4. Rates shall be quoted per active student per semester exam- both in figures and words (Per candidate/semester Exam).

5. Rates shall be quoted inclusive of all taxes & levies currently applicable

6. PAN Number of the bidder is to be mentioned in the Tender.

7. Prices quotes shall be valid for three years and a nominal increase in the rates(5%) can be done with mutual agreement after three years. After three years the vendor may be continued to two more years depending on the performance and work.

8. Company profile of important personnel who will form part of the implementation team at the University is to be enclosed along with the Technical Bid Form.

9. A client list with contact name, phone number and details of support provided is to be enclosed along with the Technical bid form. If required, the vendor shall organize a visit of University officials to these locations so as to assess the vendor's capability.

10. Successful Bidder is required to execute an agreement on a stamp paper of the value of Rs.100/-

11. In case of non-performance or loss of confidence, the University may terminate contract at any time by issuing two month's notice prior to such termination for valid and justifiable reasons. However the entire amount of funds provided and mobilization fund by the University will be recovered/ adjusted in the bills before the terminations of the contract. The tenderer should submit the data to the university/ new tenderer in the required format or otherwise their bills will not be settled. The tenderer is liable to repay the entire outstanding funds if any before the termination of the contract based on submission of the total students database.

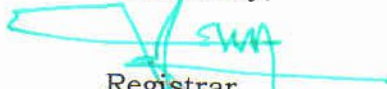
12. All original data shall be compiled and delivered to the University pre-mature termination of contract.

13. The University may constitute an expert committee to verify the technical features, its advantages, security, expertise of the vendor and its team to ensure quality of service.

14. No part of the contract nor any share or interest therein shall in any manner of degree sublet by the Tenderer directly or indirectly to any person, firm, or corporation whomsoever without prior approval from the University. The Tenderer shall be

- responsible for all the activities of the sub-Tenderer if engaged. The tender can be assigned to a third party with the written consent of the University.
15. The successful Bidder is required to deploy the necessary manpower resources, both Technical and Operations at the University project location throughout the tenure of the project and to furnish the details of each staff members who are associated with this work to the registrar. The vendor shall appoint them only after ascertaining their integrity; the University shall have the right to initiate criminal proceedings against the employees of the vendor if they are involved, directly or indirectly, in any kind of illegal activities which would damage the reputation of the University.
16. The successful Bidder shall ensure that confidentiality is maintained at all levels of work.
17. The successful Bidder shall hand over all the materials/ documents to the University after expiry of the tender period.
18. The payment to be made at the time of every examination will be in four stages i.e.
- Stage-1:** 30% of the estimated cost on completion of the Pre-examination activities.
 - Stage-2:** 30% of the estimated cost on completion of Results declaration process and
 - Stage-3:** Balance amount based on actual student count after the delivery of marks cards to the colleges.
19. The successful Bidder shall adhere to the directives of the University in completing the job chart as per the dates mentioned by the Registrar failing which a penalty of Rs.1000/- per day for each elongated date of occurrence.
20. The successful Bidder shall be responsible for the mistake, if any, committed intentionally or otherwise and the University may impose penalty in such cases depending on the gravity of the mistake.
21. The current contract will be for three years, upon completion of the three years it can be extended to two more years on mutually agreeable terms and conditions.
22. The quotation should include processing of re-valuation results and printing of **additional** marks cards/ Provisional Pass Certificates/ Degree Certificates etc.,
23. The University reserves the right to cancel the agreement at any point of time, if the vendor fails to serve the university as per its norms.

Yours faithfully,


Registrar
REGISTRAR
Rayalaseema University
Kurnool (A.P.)