

**TENDER NOTICE FOR ON LINE MERIT BASED ADMISSION SYSTEM IN HERAMBA CHANDRA COLLEGE**

On-line Quotations are being invited by the undersigned from eligible bidders for following items on or before 22<sup>nd</sup> April, 2017 over email id: [hcctendernotification@gmail.com](mailto:hcctendernotification@gmail.com).

**On-line Merit based Admission System**

The said 'On-line Admission' system must adhere to the following specific requirements along with usual support and requirements for any online admission system:-

1. The online admission form should contain the details like name, date of birth, guardian's name, address, courses applied for etc. and all other usual details;
2. Tying up with Bank for depositing Application Processing Fee & Admission Fee as per the college schedule/proforma;
3. Define course and subject wise admission criteria, combination subjects etc;
4. Uploading of the college prospectus along with intake capacity, reservation schedule, vacancy list, notification, important dates and schedule;
5. Automatic student fees charged based on subject and combination selected;
6. Option for uploading of stamp-sized colour photo & signature, H.S. Mark-sheet, Age proof Certificate and Caste Certificate, P.H. certificate, identity proof i.e. Adhar Card, driving license etc..and any other document as required by the college authority;
7. Filling-in of Application Form on payment of Application Processing Fee ;
8. Generation of e-challan for on-line payment/off-line payment towards Admission Fees with all break-up as per college data-base ;
9. Printout of application and challan on successful submission;
10. Provision for Payment of Application Processing Fees through on-line (ATM, Debit card, Credit Card, Mobile or e-banking/Net Banking) or off-line payment after generating e-challan at any branch of scheduled Bank counter ;
11. Sending of Unique Application-ID through SMS/e-mail to those students who has paid off Application Processing Fees ;
12. E-mail/SMS intimation on publication of merit list, payment received, cancellation (if any) etc.;
13. Option for checking payment status by the students within a stipulated time (e.g. 2 days after bank deposit) by logging into the system;
14. Option for taking printout of submitted form and challan by the students any number of times;
15. Generation of Provisional Merit-List (1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> etc ) and subsequent List(s) for Admission as per availability of seats based on the criteria specified by the college and university norms (for Gen, SC, ST, OBC-A, OBC-B, PH, Transgender automatically);
16. Notification of date for admission in respect of 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> Merit List(s) and subsequent list(s), if any
17. Wide publicity of important dates, information notices of admission process etc. time to time as assigned by the authority;
18. Incorporation of Students' Data into the existing college management system as per college data base, after admission ;

19. Incorporation of detailed admission reports and other relevant data with existing college system;
20. To provide detailed admission report (subject wise, date-wise & category-wise) as and when required by the college authority;
- 21. Integration of software preferably with the college website and college management system;**
- 22. Compatibility to merge our present college automation systems for getting all the data regarding admission procedure automatically;**
23. Any other requirement /modification/addition as required by the college authority ;

#### NOTE

- *Tender rate should be quoted inclusive all cost along with VAT.*
- *The job is to be completed and made live within 15 days from allocation of Work Order.*
- *The Company/Agency/ Firm has to carry out the entire Installation Process etc including domain and hosting on their own.*
- *The system will be hosted on cloud server and the data is to be transferred and integrated to existing system after completion of the entire admission process.*
- *Design, Development and Installation time should be mentioned clearly.*
- *The online admission website should be up and running for 24×7 and adequate bandwidth should be provided.*
- *The online form should be compatible with all popular browsers like Firefox/ Google Chrome/ Internet Explorer/ Opera etc.*
- *The College should have an access to the overview of the submitted form details (form no, selection of course, student name, challan no) in xls/ cvs/ txt/ pdf format at any point of time during the admission process.*
- *The vendor has to provide a backup of all the data submitted by the students (eligible and non-eligible, enlisted and non-enlisted) at the end of the session in xls/ cvs/ txt/pdf format.*
- *Payment terms: Payments will be made by account payee cheques only after satisfactory installation and functioning of the system, or as decided by the college authorities. No advance payments will be made.*
- *The items/software/ supplied should be in exactitude of the specifications mentioned in the tender notice. Any deviation/departure/difference with the specifications mentioned will not be accepted and the payment will not be made;*
- *If the supplier fails to supply the items at the place and time specified by the authority will have the right to terminate the order at any time.*
- *The College authority reserves the right to accept/ reject any quotations without assigning reason.*

- Demonstrations by the parties are mandatory. Interested parties may demonstrate their project on 20, 21 & 22 April, 2017. For any query please contact: Prof. S. Dashgupta 9830243941 & Prof. A. Mandal 9434121859.

Principal

Heramba Chandra College