



University of Allahabad  
Limited Tender Enquiry (LTE)

No.:

Dated: 16/06/2017

To,

Dear Sir/s,

We intend to hire the services of firms/vendors/companies authorized agencies having TIN, and other criteria as mentioned in our tender document for customized software "Admission System Software" and monitoring of Admission process about **Two months** with supportive manpower, important information related to Admission System Software and tender form with details may be downloaded from website [www.allduniv.ac.in](http://www.allduniv.ac.in) kindly send your QUOTATION giving lowest rates per unit alongwith terms and conditions in sealed cover address to Director, Admissions-2017, Pravesh Bhawan, University of Allahabad, Chatham Lines, Allahabad so as to reach this office on or before 19<sup>th</sup> June, 2017 upto 02:00 P.M.

**THE WORD "QUOTATION", OUR REFERENCE NUMBER AND DATE SHOULD BOLDLY BE MENTIONED ON THE COVER.**

**Pre-qualifications**

Following are the pre qualifications of the bidder for participating in the bid process.

- 1- The bidder shall be a Registered Company in India with valid TIN and PAN number allotted by the respective authorities. Supporting documents should be submitted.
- 2- The bidder should be an I.T. Organisation with experience in the field of Admission Software conceptualization, design, development, deployment, customization and execution in Universities/Educational Institution at the B.A./B.Sc./B.Com./B.F.A./B.P.A. and P.G./Research level for at least two years. Company Registration documents to be submitted.
- 3- The bidder must have successfully executed similar software projects in University/Institutions and the details of such job shall be furnished with copy of work order and certificate from the clients indicating successful execution.
- 4- The bidder shall not have been black listed by any State or Central Government in India or abroad.

(Prof. Manmohan Krishna)  
Director  
Admissions-2017



## **Terms & Conditions**

1. Quotation received after due date and time shall be summarily ignored.
2. Unsolicited I conditional I unsigned tenders shall not be considered.
3. Rates must clearly indicate all taxes and discounts offered, if any.
4. No price negotiation will be entertained in normal course of action.
5. Delivery (Services) shall be given in prescribed time by Director, Admissions-2017. The offered delivery period shall have to be strictly adhered to incase an order is placed.
6. IT, TT would be recovered as per rules. Kindly furnish your CST, UPTT, TIN Number and PAN in your quotation for our records.
7. Payment shall be made on satisfactory performance and services as under-

### **Payment Terms: for software**

- (a) 50% of the payment will be released after successful completion of UGAT Admission process.
- (b) 25% of the payment will be released after completion of PG Admission process.
- (c) Rest 25% of the payment will be released after submitting of final data in specified format to Director Admission- 2017.
8. Tender conditions, if any, or otherwise sent also with the tender shall not be binding on us.
9. All the pages of tender document should be signed by the bidder to indicate that the bidder accepts all terms and conditions mentioned. This should be submitted along with technical bid.
10. All supporting g documents regarding eligibility criteria should be attached in "Technical Bid" document. These documents along with "Technical Bid Format" should be sealed in a separate envelop. Technical bid contains the pre-qualifications criteria.
11. The acceptance of the quotation will rest with the competent authority of Allahabad University, who does not bind himself to accept the lowest quotation and reserves the right to himself to reject, or partially accept any or all the quotation & received without assigning any reasons.
12. All the above instructions and our standard terms and conditions must be complied, failing which your offer may be liable for rejection.
13. All suits shall be in the courts of Allahabad Jurisdiction only.
14. Terms & conditions of purchase as per University rules shall be applicable.
15. Tender should be addressed to Director, Admissions-2017, Pravesh Bhawan, Chatham Lines University of Allahabad, Allahabad.

Signature with Seal of bidder





## University of Allahabad

### Supplier Profile Form

- 1- Firm's Name : \_\_\_\_\_
- 2- Owner's Name : \_\_\_\_\_
- 3- Full Postal Address : 1. \_\_\_\_\_  
\_\_\_\_\_ PIN \_\_\_\_\_  
2. \_\_\_\_\_  
\_\_\_\_\_ PIN \_\_\_\_\_
- 4- Email Address : \_\_\_\_\_
- 5- Website Address : \_\_\_\_\_
- 6- Contact Person's Name : \_\_\_\_\_
- 7- Contact No. : Phone No. : \_\_\_\_\_ Mobile No.: \_\_\_\_\_  
Fax No. : \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_
- 8- Sale Tax Registration No. : \_\_\_\_\_ UPTT No \_\_\_\_\_ CST No \_\_\_\_\_  
(Enclose Xerox Copy) : TIN No. \_\_\_\_\_
- 9- PAN : \_\_\_\_\_
- 10- Shop Act Registration No. : \_\_\_\_\_ (Enclose Xerox Copy)
- 11- Excise Registration No. : \_\_\_\_\_ (Enclose Xerox Copy)
- 12- Current Bank Account No. : \_\_\_\_\_ (Statement of last 12 months should be enclosed)
- 13- Manufacturer of Supplier : \_\_\_\_\_ (in case of supplier please enclose authorization of your principal)

1- List of the organization to whom the materials have been supplied.

2- Item(s) name you want to supply : (Major Category) \_\_\_\_\_

Item wise rate list, with available discount (if any), is attached.

Note : Supplier must print CST/UPTT/TIN No. on their Letter Head/Bill/Quotations.

## Financial Bid Format

Sl.No.	Description	Amount (Rs.)
1.	Software Development Cost (Per candidate)	
2.	Technical Support Cost (Per Candidate)	
3.	Manpower Supply for Execution of Admission Cost (Per Worker)	
4.	Applicable Taxes, If any	
TOTAL		

Signature :.....

Name of Authorised Signatory:.....

Designation:.....

Seal of the Firm/Vender/Company .....

Date :.../06/2017