



TILKA MANJHI BHAGALPUR UNIVERSITY,
BHAGALPUR
(NAAC Accredited 'B' grade State University)

Tender Document

Schedule of Tender

[Date of Issue: 17/05/2025]
[Date of Submission: 30/05/2025]

for

Cloud based
University Management Information System
(Admissions and Examinations)

for

TILKA MANJHI BHAGALPUR UNIVERSITY
Bhagalpur-812007, Bihar

Email:
registrartmbu07@gmail.com



**TILKA MANJHI BHAGALPUR UNIVERSITY,
BHAGALPUR**
(NAAC Accredited 'B' grade State University)

Notice

T.M. Bhagalpur University Bhagalpur invites Tender proposal in the form of sealed tenders in two bid system i.e. Technical Bid and Financial Bid from eligible qualified and experienced agencies with sound technical and financial capabilities to design and development for Cloud-based University Management Information System (UMIS) only for Admissions and Examinations of T.M. Bhagalpur University. Interested agency/vender may submit their Tender proposal latest by 30.05.25 till 5.00 p.m. The proposal must accompany a non- refundable amount of Rs. 10,000/- (Rupees Ten Thousands only) towards Tender Documents and Rs. 2% of the quoted amount as EMD, both in favor of Registrar, Tilka Manjhi Bhagalpur University, Bhagalpur payable at Bhagalpur.

The detailed Tender proposal document can be obtained from the Office of the Registrar, T.M. Bhagalpur University from 17.05.2025 or downloaded from the University website www.tmbuniv.ac.in

Registrar

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Important Activities/Dates

S. No.	Key Activities	Date
1.	Issue of Request of Proposal (RFP)	17/05/2025
2.	Last date/Time for submission of bids	30/05/2025 at 5 pm
3.	Technical bids opening Date/Time (Bidders can attend the meeting)	31.05.2025 at 11 am

RFP Submission:

Bidders may obtain the RFP documents from the office of the Registrar, T.M. Bhagalpur University, Bhagalpur and must be submitted on or before 30/05/2025 up to 5 p.m. It is proposed to have the following Envelope System for this bid:

- a. **Envelope 1:**
 - (i) Demand Draft for Earnest Money Deposit (EMD)
 - (ii) One original and 2 photo copies of Technical Bid
- b. **Envelope 2:** Financial Bid
- c. **Envelope 3:** Both the above envelopes in Envelope 3.

Address:

The Registrar
T. M. Bhagalpur University
Bhagalpur – 812007
Bihar



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About TMBU

The Tilka Manjhi Bhagalpur University, also known as Bhagalpur University, is a premier institution for providing higher education in the state of Bihar. The University is situated in Bhagalpur town of Bihar State in India and is named after famous freedom fighter Tilka Manjhi, established on 12 July 1960. It is a public university sprawled within 264 acres of lush green campus ideal for teaching and learning. The University has 6 Faculties, 34 Teaching Departments, 5 Research Centers and 12 Constituent Colleges, besides affiliated to it 17 Colleges and 14 B.Ed. Colleges. The university harbours a sound academic ambience with its highly qualified and dedicated faculty members to provide quality teaching and research in various fore-front disciplines of sciences, social sciences, humanities, commerce, law and education as well as Biotechnology, Business Management & Computer Science.

At present, approximately 60 thousand UG, PG, vocational and research students are enrolled and about 1500 teaching and non-teaching staffs are contributing their service to the colleges and university.

GENERAL TERMS AND CONDITIONS

Eligibility Criteria/Prequalification

1. Bidder should be a registered company/firm with at least 5 years of experience in implementing Educational Institute Management Software Solutions.
2. Bidder should have successfully developed and deployed such management system for at least TWO educational institutions in the last five years.
3. Bidder must submit copies of works order and a satisfactory work completion certificate issued by competent authority of the client for the same.
4. Bidders are required to submit service tax registration, PAN and GST.
5. Bidder should have minimum annual turnover of Rs. 50 lacs. Bidder must submit Audited Financial Statements and I.T.R. return for last three financial years.
6. Bidder must be submitted all the concern certificates as per the format given in Annexure (RFP Response Form) is to be enclosed.
7. Bidder should have ISO and ISO-27001 or other certification.
8. The bidder shall be the single point of contact for TMBU and shall be solely responsible for all the warranties, upgrades and guarantees, etc.
9. Bidder should submit undertaking stating how much time they shall take to complete the project.
10. Bidder must agree to provide minimum two dedicated onsite manpower for the implementation/monitoring & trouble shooting of proposed UMIS.
11. Bidder must agree to train TMBU staff on the source code so that in case of unforeseen circumstance, these staff can take care of the proposed UMIS.
12. The software should be able to provide various access to users at different level.
13. Bidder should have its own software development facility and should have experience in developing and implementing customized educational institute management software without direct / indirect involvement of any third party.
14. The bidder shall be in a position to give the total integration and solution including source code with documentation to TMBU Bhagalpur. The source code shall be made available on our server without any lock.
15. Bidder should not have been blacklisted for any reason by any government institution / department in the past three years.
16. Bidder should provide data of all students every year after completion of admission and result.

Earnest Money Deposit (EMD)

1. The Bidders must submit an Earnest Money deposit of Rs. 2% of the quoted amount in the form of a bank draft along with a Technical proposal.
2. The Bank Draft should be drawn in favour of "**Registrar, T. M. Bhagalpur University Bhagalpur**", and payable at Bhagalpur.
3. Unsuccessful Bidder's EMD will be discharged/ refunded.
4. The successful Bidder's EMD will be discharged only after the completion of the contract project.
5. The EMD shall be forfeited if the successful bidder fails to sign the contract.
6. Proposal not accompanied by EMD will not be considered for Technical and Financial evaluation.

Software Requirement Specification (SRS)

Selected bidder shall conduct a detailed study of Admission and Examination processes of University as given below:

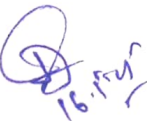
- Interacting with various officials of University.
- Detailed study of requirements of Admission, Examination Management, Fees structure etc.
- Collecting input forms, report formats of Colleges/ University and administrative departments

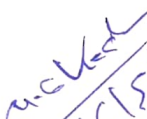
The Selected Bidder shall be responsible for preparation of Software Requirement Specification (SRS) to be developed based on an independent assessment of the requirements of the University.

Date & Seal

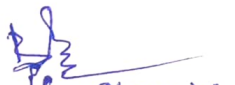
Name and Signature of the competent authority of the Bidder


16/05/2025


16.05.25


16/5/25




16.05.2025

Bid Evaluation Process

Tender document received by TMBU shall be evaluated by an Evaluation Committee duly constituted by TMBU, on the basis of eligibility criteria mentioned in this document.

Bid Validity

All the bids must be valid for a period of 90 days from the last date of submission of the RFP for execution of Contract Agreement. However, the quoted rates should be valid for the initial/ extended period of the contract from the effective date of the Contract Agreements. No. request will be considered for price revision during the contract period.

Rejection of Bids

TMBU reserves the right to reject bids in the following cases:

- a) If bidders give wrong information in their bid, University reserves the right to reject such bids at any stage and forfeit the Earnest Money Deposit and cancel the order, if awarded.
- b) Incomplete bids are liable to be rejected.
- c) If the technical offer contains any price information, the offer will be summarily rejected.
- d) Unsigned bids, unattested documents and over writing by bidders are also liable for rejection.
- e.) Late tenders shall not be accepted.
- f) Each page of the tender document including all annexure duly stamped and signed by the bidder and all tendered terms & conditions must be submitted along with the tender bid.

Handwritten signatures and dates at the bottom of the page:

- Signature: [Signature] Date: 16/05/25
- Signature: [Signature] Date: 16/05/25
- Signature: [Signature] Date: 16/05/25
- Signature: [Signature] Date: 16/05/25
- Signature: [Signature] Date: 16/05/25

Scope of Work

The Scope of Work for the System Provider consists of following components:

- i. Complete Integrated Cloud-based University Management Information System
- ii. Email and SMS solution
- iii. Solution Hosting & Certification
- iv. Interface facilities for University Officers including Raj Bhavan, Patna
- v. Helpdesk Services
- vi. Manpower Resources
- vii. Training and Capacity Building

Major Modules / Sub-Modules required in Cloud-based University Management Information System (UMIS) are:

S. No.	Modules	Sub-Modules	Remarks
1	Admission Management	Application Form Fee Payment Merit list for admission Roll number Registration number NAD, Kanya Uthan, and SAMARTH integration	
2	Examination Management	Pre Examination Processing Post Examination Processing Fee Payment Result Processing	

[Handwritten signatures and dates]
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Annexure

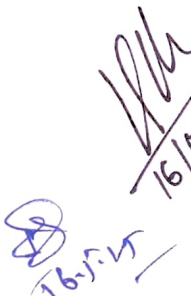
RFP Response Form

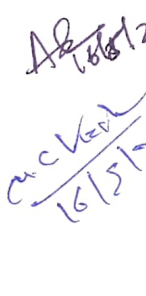
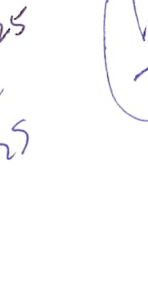
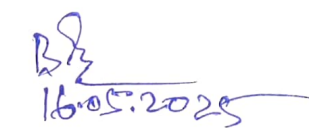
S. No.	Description	Details
i	Name of the Company	
ii	Official address	
iii	Phone No, and Fax No.	
iv	Corporate Headquarters Address	
v	Phone No. and Fax No.	
vi	E-Mail address of contact person	
vii	Website Address	
viii	Details of Company's Registration (Please enclose attested copies)	
ix	Name of Registration Authority	
x	Registration Number and Year of Registration with validity period	
xi	GST Registration No.	
xii	Service Tax Registration No.	
xiii	Permanent Account No. (PAN)	
xiv	Name of Bankers along with Branch (as appearing in MICR Cheque) & Account	
xv	Name of the Authorized Signatory,	
xvi	Others documents provided if any	

Note: Details filed in this form must be accompanied by sufficient documentary evidence in order to verify the authenticity and correctness of the information.

Date & Seal

Name and Signature of the competent
authority of the Bidder



Letter of Interest

(To be submitted on Company's Letterhead along with the Technical Bid)

To

The Registrar.
T. M. Bhagalpur University
Bhagalpur-812007

Subject: Submission of the Technical bid of UMIS development for TMBU Bhagalpur.

Dear Sir,

I/We, the undersigned, offer to provide Systems Implementation solutions to the on <Name of the Systems Implementation engagement with your Tender Notice dated <insert date> and our Proposal. I/We am/are hereby submitting my Proposal, which includes DD for Tender Fees and EMD. Technical bid and the Financial Bid sealed in a separate scaled envelope.

- I. I/We hereby declare that all the information and statements made in this Technical bid are true and accept that any misinterpretation contained in it may lead to my/our disqualification.
- II. I/We undertake, if my/our Proposal is accepted, to initiate the Implementation services related to the assignment not later than the date indicated in Fact Sheet.
- III. I/We agree to abide by all the terms and conditions of the Tender Document. We would hold the terms of my/our bid valid for 90 days as stipulated in the Tender Document.
- IV. I/We understand, you are not bound to accept my/our proposal you receive.

Yours sincerely,

Authorized Signature (In full and initials):

Name and Title of Signatory:

Name of the Firm/Company:

Address:

Location: Date:



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TECHNICAL BID PROFORMA

RFP No.:			
Request for proposal (RFP) for " University Management Information System (UMIS)" at T.M.B.U., Bhagalpur			
1.	Name of the Organization		
2.	Head Office/Registered Office		
	Telephone No. / Mobile No.		
	Fax No.		
	Email		
	Website (if any)		
	Date of Establishment		
	Branch Office in Bhagalpur, if any (Provide Complete Address) with		
	Telephone No.		
	Fax No/Email		
3.	Name of Chief Executive / Proprietor / Partners with Designation		
	Telephone No./Mobile No.		
	Fax No./Email		
4.	Name of Contact Person		
	Telephone No. /Mobile No.		
	Fax No/Email		
5.	Type of Organization	Certified Documents to be enclosed	
a.	Proprietary		Trade License
b.	Partnership		Partnership Deed. Trade License
c.	Private Limited Company		Memorandum of Article
d.	Public Limited Company		Certificate of Registration
e.	Public Sector		Trade License
6.	Nature of Business (tick the relevant)		
	Manufacturing	Service Dealership	Dealership
	Stockiest	Indian Agent	Indian Branch Office
	Others Pl. specify		

Audited Annual Turnover during last 3 years (Rs. In Lacs) (enclose Chartered Accountant's certifications & Income Tax Return Copy)

Year	Rupees (in Lacs)	Annexure (Number)

8. Commercial Information (enclose Attested copy wherever Applicable)

Sl. No.	Information	Details	Annexure (Number)
a.	GST Registration Number		
b.	Excise Registration Number Trade/Factory License Number		
c.	PAN No.		
d.	Details of Registration Certificate with DGS&D/NCCF		
e.	SSI/NSIC Certificate		
f.	Current dealership agreement with Principal Letter No./ Date/Valid upto		
g.	Relevant IISI/SO Certificate, if any		
h.	Bank Details: Account No.		
i.	Name of Bank & Branch		
j.	IFSC Code		
k.	Detail of Tender Fee	Amount	DD Details Name of the passing Bank & Branch
l.		Amount	DD Details Name of the passing Bank & Branch

Details of EMD				
m.	Details of previous supply in Govt. Organizations/Govt. Educational Institutions (enclose work order & Performance report. If required, enclose separate sheet)	Name of the organization	Items	Total value (Rs. in Laks)

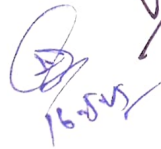
I/We hereby give an undertaking that the information provided are true to the best of my knowledge and belief. If anything found to be false at any stage my tender will be liable to be rejected and EMD amount will be forfeited.

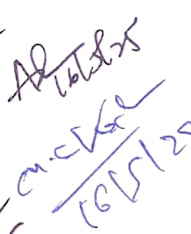
Signature of authorized representative

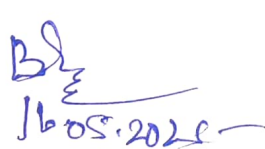
Date.....

Note:

- Separate information sheet may be provided for item(s) in case space provided is not adequate.
- Affidavit in the enclosed format on Non-Judicial stamp paper duly attested in Magistrate/Notary shall also be furnished by the bidder.









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FININCIAL BID PROFORMA

Name of the Bidder:

Address:

Sl. No.	Item/Description	Price for Development/ Operations/ Maintenance of UMIS (including all taxes, duties, etc.)
1	Annual price/cost per year per student for following: i. Complete Integrated University Management Information System (UMIS) admission and examinations along with ii. Cloud-based platform with all necessary Software iii. Solution Hosting & Certification iv. Helpdesk Services v. Manpower Resources vi. Training and Capacity Building	
	Total	

Place:

Date:

Bidder's Signature with Seal