

UNIVERSITY OF KALYANI



NOTICE INVITING E-TENDER

NIT ID showing at <http://wbtenders.gov.in>: 2026_UOK_1026108_1

Tender Ref. No.: KU/NIET/ADRMS/2026-27/01

Dated: 1st June, 2026

E-Tender is invited for the **End-to-end design, development, implementation, testing and cloud hosting of a fully automated Centralized Online Admission and Seat Allocation Management System along with Student Registration and Migration (KUADRMS)** tailored for eligible Undergraduate Courses (UG), Post-Graduate (PG), Doctoral, Research and Professional Diploma programs at University of Kalyani and Post-Graduate (PG) courses for the University's Affiliated Colleges, from technically sound agencies having adequate infrastructure and experience of developing and handling different types of ERP or Software Management System in various Universities.

The scope of the proposed system shall include admissions to:

- Undergraduate (UG) programmes conducted directly by University of Kalyani through its academic departments, centres or schools, as notified by the University from time to time;
- Post-Graduate (PG) programmes of University of Kalyani and its affiliated colleges;
- Doctoral, Research and Professional Diploma programmes of University of Kalyani.

The scope shall expressly exclude:

- Undergraduate (UG) admissions of affiliated colleges; and
- Undergraduate Engineering programmes conducted by University of Kalyani.

Interested vendors may follow the instructions as given below for submission of their tenders under online mode:

As University of Kalyani desires to commence its online admission operations within the next 30 days, this is being issued as a **Short Tender Notice** in the **Two-Bid System (Technical Bid and Financial Bid)** using the **Quality and Cost Based Selection (QCBS)** method to facilitate rapid implementation.

SCOPE OF WORK (FOR THREE YEARS CONTINUOUS SERVICE)

The selected service provider will design a platform-independent, open-source workflow engine capable of processing specialized candidate portfolios for advanced degree programs. The key architecture must support:

A. Rule-Based Admission Management, Merit Processing and Seat Allocations

The Centralized Online Admission and Seat Allocation Management System shall be designed in conformity with the provisions of the West Bengal State Higher Educational Institutions (Reservation in Admission) Rules, 2013 and other admission regulations as adopted by University of Kalyani from time to time. The system shall facilitate University of Kalyani's Departments and affiliated colleges where PG Courses are running through centralized online application submission, merit-based selection, reservation management, seat allocation, admission records and Application Fees collection for the academic Departments of University of Kalyani and the concerned affiliated colleges.

Key Functional Requirements:

- Applicants' online registration and submission of applications for:
 - Eligible Undergraduate (UG) programmes conducted directly by University of Kalyani;
 - Post-Graduate (PG) programmes offered by University of Kalyani and its affiliated colleges;
 - Doctoral, Research and Professional Diploma programmes covered under the admission notification.
- Preparation of **course-wise and institution-wise General Merit Lists** exclusively on the basis of academic merit and eligibility criteria prescribed by University of Kalyani.
- Automatic generation of separate Reserved Category Merit Lists for Scheduled Caste (SC), Scheduled Tribe (ST), Other Backward Classes (OBC), Economically Weaker Section (EWS)
- Reservation of seats as per the West Bengal Reservation Rules while ensuring that the number of unreserved seats is not reduced below the pre-reservation level.
- Facility for eligible SC/ST/OBC candidates who secure a position in the General Merit List to exercise their option for admission either under the General Category or under their respective Reserved Category.
- Enforcement of minimum eligibility norms for reserved category candidates as prescribed under the Rules and University regulations.
- Provision for implementation and management of Sports Quota and other special reservation/preference categories as may be notified by University of Kalyani from time to time.
- Automatic seat allocation based on merit, category, seat availability and candidate preferences.
- Support for category-wise seat conversion: Unfilled SC seats to ST and vice versa.
- Workflow for processing de-reservation of vacant reserved seats, subject to approval by the competent authority and compliance with statutory procedures.
- Implementation of the prescribed 100-point reservation roster wherever applicable for PG programmes with very small seat intake.
- Online submission of required documents like caste/category certificates, domicile certificates (where required) and OBC Certificate.
- Maintenance of course-wise reservation registers and admission records for SC, ST, OBC categories.
- Generation of statutory reports and annual returns required by the State Government, District Reservation Commissioner or Joint Commissioner for Reservation.
- Provision for multiple admission rounds, waiting lists, seat upgradation, cancellation and vacancy management until completion of the admission process.
- Comprehensive MIS dashboards and reports for University of Kalyani, affiliated colleges, admission administrators and State Government authorities.

The proposed system shall ensure transparency, merit-based selection, compliance with reservation policies, efficient seat management and seamless admission processing across University of Kalyani and participating affiliated colleges for the programmes covered under this NIT.

For the guidance of prospective bidders, University of Kalyani presently offers Post Graduate programmes through its Departments and approximately eight (8) affiliated colleges. The system is expected to process around 20,000 online applications during a typical admission cycle, with the entire admission process generally required to be completed within

approximately one month. Bidders may refer to University of Kalyani's official website (<https://www.klyuniv.ac.in>) for details of the programmes presently offered. The bidder shall ensure adequate scalability, performance and infrastructure to support the admission process efficiently.

The bidder shall study the applicable Government of West Bengal reservation regulations, the University's admission regulations, seat allocation methodology, admission notification(s) and operational workflows and shall propose a comprehensive solution through its Technical Proposal for successful implementation of the Centralized Online Admission and Seat Allocation Management System.

B. Academic Profile Verification & Internal Data Reconciliation

- **Eligibility & Gap-Year Mapping:** System enforcement of academic criteria specific to higher education, including structural parameters to handle gap years, consecutive session limits and equivalent qualifying degrees from other recognized universities.
- **Application Deduplication:** Structural mechanisms to prevent duplicate profile creation across distinct post-graduate departments using secure parameters (Aadhaar [where voluntarily provided by the applicant and permissible under applicable laws]/Registration Number/Mobile Number/Email ID).

C. Student Registration Management

- Online generation and management of Student Registration Numbers for admitted students of all programmes covered under University of Kalyani's admission process.
- Verification of admission records, eligibility data and enrolment details prior to registration approval by the competent authority.
- Generation of digitally generated Registration Certificates containing Registration Number, Programme, Academic Session, Student Details and other information prescribed by University of Kalyani.
- Maintenance of a centralized student registration database with search, verification and reporting facilities.
- Generation of registration-related MIS reports and statistical information as required by University of Kalyani from time to time.

D. Migration Certificate Management

- Provision for online submission of Migration Certificate applications by eligible students who have completed, discontinued or otherwise become entitled to obtain Migration Certificates from University of Kalyani.
- Applicability of the Migration Certificate module to students of University of Kalyani and as well as students of University of Kalyani's affiliated colleges, subject to University of Kalyani's rules and regulations.
- Integration of online fee payment facility for Migration Certificate application processing through the designated Payment Gateway.
- Work flow-based verification process on applied student's eligibility, registration status, examination records and other prescribed conditions before issuance of Migration Certificates.
- Generation of digitally generated Migration Certificates in the format prescribed by University of Kalyani, with unique certificate number, security features and verification capability.
- Maintenance of a centralized Migration Certificate database with search, verification and reporting.

- Generation of statutory, administrative and MIS reports relating to Migration Certificate applications and issuance.

E. Infrastructure, Integration, & Security Core

- **Core Technology Stack:** Application must run seamlessly on Desktop, Laptop, Tablet and Smartphone screens. The solution shall be based substantially on open-source technologies and frameworks without recurring software licensing obligations upon the University. University of Kalyani will retain the exclusive operational usage rights over the application software and associated source code.
- **Payment Gateway & Document Systems:** Turnkey assembly of an integrated Payment Gateway System processing real-time registration and admission fees. The platform must export high-fidelity data logs and enrolment rosters at minimum in .PDF and .XLS file patterns.
- **System Communication Overlays:** Fully automated execution triggers sending updates through SMS and Email channels during critical transitions (registration confirmation, merit rank alert, fee receipts).

DELIVERABLES

The successful bidder shall provide, at a minimum, the following deliverables during the contract period:

- a. A fully functional Centralized Online Admission and Seat Allocation Management System for:
 - Eligible Undergraduate (UG) programmes conducted directly by University of Kalyani;
 - Post-Graduate (PG) programmes of University of Kalyani and its affiliated colleges;
 - Doctoral, Research and Professional Diploma programmes covered under the admission process.

Undergraduate admissions of affiliated colleges and Undergraduate Engineering programmes of University of Kalyani shall remain outside the scope of this project.
- b. Deployment, configuration, testing, commissioning and successful Go-Live of the system within the timeline prescribed by University of Kalyani.
- c. Cloud hosting infrastructure, domain configuration, SSL security implementation, data backup mechanisms and operational monitoring for the entire contract period.
- d. Integration of the system with payment gateway services, SMS gateway services, email communication services and other third-party services as may be required for successful operation of the admission process.
- e. User manuals, administrative documentation and operational guidelines required for effective use and management of the system.
- f. Training and handholding support for designated University officials, admission administrators and authorized institutional users.
- g. Technical support, maintenance, troubleshooting, bug fixing, updates and performance optimization during the warranty and AMC period.
- h. All data, reports, admission records, transaction logs and system-generated outputs required by University of Kalyani for academic, administrative, audit and statutory purposes.
- i. Any other component, service, functionality or activity reasonably required for successful implementation and operation of the Centralized Online Admission and Seat Allocation Management System in accordance with the Scope of Work and the bidder's approved Technical Proposal.

Programme Coverage Clarification:

University of Kalyani reserves the right to notify from time to time the specific programmes, departments, centres, schools and affiliated colleges that shall participate in the Centralized Online Admission and Seat Allocation Management System (COASMS). Bidders shall design the solution in a configurable manner so that programmes may be included or excluded without requiring major software development.

For avoidance of doubt, Undergraduate admissions of affiliated colleges and Undergraduate Engineering programmes of University of Kalyani are outside the scope of the present NIT unless specifically notified otherwise by University of Kalyani through a subsequent written order.

Dates & Information:

Sl.No.	Activities	Date & Time
1	Date of uploading of N.I.T. Documents in the e-tender portal of NIC : https://wbtenders.gov.in	1st June, 2026
2	Documents download (online)	1st June, 2026 (from 17.30 Hrs.)
3	Bid Submission Start Date(on line)	1st June, 2026 (from 17.30 Hrs.)
4	Bid Submission Closing Date (Online)	15 th June, 2026 (up to 13.00 Hrs.)
5	Bid Opening Date (Online) – Technical Bid and presentation by bidders and interaction	17 th June, 2026 (from 13.00 Hrs.)
6	Technical Presentation & Demo by Physical Presence at University of Kalyani	18 th June, 2026 (from 12.00 Hrs.)
6	Date of uploading list for technically qualified bidder (online)	To be notified
7	Date of opening of Financial Bid	To be notified
8	Date of uploading of list of bidders along with the approved Rate	To be notified

1. General Instructions:

In the event of e-tendering, intending bidder may download the tender documents from the website: <http://wbtenders.gov.in> directly with the help of Digital Signature Certificate (DSC) or from the University of Kalyani's website <https://www.klyuniv.ac.in>

2. Submission of bids:

Both Technical bid and Financial Bid are to be submitted concurrently duly digitally signed by the Company personnel who is in the pay roll of the Company (having Authorization from the Company management) in the website <http://wbtenders.gov.in>. All papers must be submitted in English language.

3. Time Schedules for the e-tender:

The Time Schedule for obtaining the Bid Documents, Pre Bid meetings, the submission of bids and other documents etc. will be as per the list provided in Clause No.10 given below.

4. Eligibility for Quoting:

- Manufacturers or Dealers/Distributors/Agents duly authorised by the manufacturers who are able to supply the assured quantities as per requirement & have requisite qualification for meeting the requirements as per this tender are only eligible for quoting.
- Further, venders who were declared black listed and/or insolvent by any Govt. Concern/any Institutions in the Country for particular item or items are not eligible to participate in the current tender for that item or items.

- Must be an incorporated Company or registered Partnership Firm. Joint Ventures (JV) and Consortiums are not allowed.
- Minimum 5 years of experience in online application software development, with successful web-based application development cum implementations experience in at least three (3) State or Central Universities within India.
- Certifications: Valid copy of PAN, GST registration, ISO 9001:2015 Certificate (equivalent or higher) and CMMI Level 3 (or higher) organizational certification

5. Annual Turnover Requirements: The bidder should have minimum turnover of **Rs. 1 Crore** in **2022-23, 2023-24 & 2024-25.**

6. Submission of Tenders

6.1 General process of submission

Tenders are to be submitted online through the website stated in Clause 1. All the documents uploaded by the Tender Inviting Authority form an integral part of the contract. Tenderers are required to upload all the tender documents along with the other documents, as asked for in the tender, through the above website within the stipulated date and time as given in the Tender. Tenders are to be submitted in two folders at a time, one is Technical Bid and the other is Financial Bid. The tenderer shall carefully go through the documents and prepare the required documents and upload the scanned documents of originals in Portable Document Format (PDF) to the portal in the designated locations/folders of Technical Bid. He needs to fill up the BOQ in the designated cell and upload the same in designated location of Financial Bid. The documents uploaded are virus scanned and digitally signed using the Digital Signature Certificate (DSC). Tenderers should specially take note of all the addendum/corrigendum related to the tender till the bid submission ends. Tenderers should in general upload the latest documents as part of the tender, however, in case of failure in uploading such documents, it will be deemed that they (tenderers) have taken note of such latest documents including addendum/corrigendum, if published till the bid submission ends.

6.2 Technical Bid

The Technical Bid should contain scanned copies and/or declarations in the following standardised formats in two covers (folders):

I. Technical File (Statutory Cover) containing:

1. Annexure –
 - a) Basic Information (Vide Annexure I) (to be submitted in “Annexure” folder)
 - b) Application for Tender - (Vide Annexure II) (to be submitted in “Annexure” folder)
 - c) Authorization letter - (Vide Annexure III) (to be submitted in “Annexure” folder)
 - d) Affidavit Proforma - (Vide Annexure IV) (to be submitted in “Annexure” folder)
 - e) DECLARATION ON NIT - (Vide Annexure V) (to be submitted in “Annexure” folder)
2. Technical details of the Items Quoted (Bidders must submit technical specification along with Catalogue of the item quoted in “Technical Details” Folders.
3. Audited Annual Accounts for last three years **2022-23, 2023-24 & 2024-25** or during the period since formation of the Firm, if it was set up in less than such 3- year period. (to be submitted in “Accounts” folder)

II. My Document (Non-Statutory Cover) containing as follows:

Sl. No.	Category	Sub-Category	Sub-Category Description
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1	Certificates	Certificates	PAN Card of the Bidder
			GST Registration Certificate
			P.Tax Enrolment Certificate
2	Company Details	Company Details 1	Trade Licence/Enlistment Certificate/Certificate of Registration as per Shop & Establishment Act issued by respective States/UTs
			Registration with Registrar of Companies/Partnership Deed duly notarised
			Memorandum of Articles for Limited Companies.
3	Credential	Credential 1	<p>a) Copy of the purchase order for supplying Similar nature of items at least for last 5 years in University or equivalent Institute of Higher Learning in India</p> <p>b) Brief User List</p>
4	Financial Information	Payment Certificate 1	Income Tax Returns submitted for the Assessment year 2023-24
			Income Tax Returns submitted for the Assessment year 2024-25
			Income Tax Returns submitted for the Assessment year 2025-26
			GST Return for first 3 months in 2025-26

6.3 Financial Bid

The Financial Bid should contain the following document in one cover (folder):

Bill of Quantities (BOQ): The tenderer should fill-up the designated cell as marked by the University in the BOQ sheet.

- The tenderers are not required to submit hard copies of Technical File (Statutory) or My documents (Non-Statutory). Submission of hard copy of Financial Bid is strictly prohibited and only be submitted through on line through NIC portal.

8. Evaluation and Selection Methodology (QCBS - 70:30)

Proposals will be evaluated using the **Quality and Cost Based Selection (QCBS)** method, assigning a **70:30 weightages** to the Technical Proposal (70%) and the Financial Proposal (30%).

A. Two-Bid Evaluation Process

1. **Technical Evaluation:** University of Kalyani's Evaluation Committee shall evaluate the Technical Proposals based on the Technical Evaluation Matrix prescribed in this NIT. As part of the technical evaluation process, bidders shall be required to make a Technical Presentation and Demonstration before the Evaluation Committee. The Presentation/Demonstration shall form an integral component of the technical evaluation and marks shall be awarded against the predefined evaluation parameters specified in the Technical Evaluation Matrix.
2. **Technical Presentation/Demonstration:** University of Kalyani will invite bidders for a Technical Presentation and Demonstration of their proposed solution on the date and time notified by University of Kalyani. Attendance and participation in such Presentation/Demonstration shall be mandatory. Any bidder who fails to attend the Technical Presentation/Demonstration, either in person or through its duly authorized representatives, shall be treated as non-responsive and shall be disqualified from further evaluation. No separate opportunity for presentation or demonstration shall ordinarily be provided.
3. **Technical Score Threshold:** Bidders must score a **minimum of 70% (70 out of 100 marks)** to qualify technically. Bids scoring below 70% will be declared non-responsive and their Financial Proposals will not be opened.
4. **Financial Opening:** Financial Proposals of only the technically qualified bidders (Score \geq 50) will be opened.

B. Final Score Calculation (QCBS Formula)

The successful bidder will **not** automatically be the lowest (L_1) quote. The final selection will be based on the highest **Combined Score (S)** calculated as follows:

$$S = (T_s \times 0.70) + (F_s \times 0.30)$$

Where:

- T_s = Technical Score obtained by the bidder out of 100.
- F_s = Normalized Financial Score, calculated as:

$$F_s = \left(\frac{\text{Lowest Financial Quote } (F_{\min})}{\text{Financial Quote of Bidder Under Consideration } (F)} \right) \times 100$$

Technical Evaluation Criteria Matrix (Max Marks: 100)

Sl.	Criteria / Sub-Criteria	Description & Marks System	Max Marks	Minimum Qualifying Score
1.	Past Experience & Status		35	20
a.	Government Sector Software Projects	At least 2 Completed and operational Government Sector software projects running for \geq 5 years (Portal, Web App, E-Forms, Device Independent). <ul style="list-style-type: none"> • \geq 5 Projects: 10 Marks • 3-4 Projects: 8 Marks • 2 Projects: 5 Marks • Else: 0 Mark 	10	5

		[Supporting documents of Work Orders and Completion/ Performance Certificates shall be submitted]		
b.	Higher Education Implementations	At least 2 University implementations running for >= 2 years featuring Cloud, Portals, Payment Gateway and SSL security. Marks based on project value: <ul style="list-style-type: none"> • >= ₹50 Lakhs = 10 Marks • >₹25L to <₹50L = 7 Marks • >₹10L to <₹25L = 5 Marks • Below 10 Lakhs: 3 Marks [Supporting documents of Work Orders and Completion/ Performance Certificates shall be submitted]	10	3
c.	ISO Certification	Valid ISO 9001:2015 certificate (equivalent or higher) <ul style="list-style-type: none"> • Certificate available: 5 Marks • No certificate: 0 Mark [Supporting copy of valid Certificates shall be submitted]	5	5
d.	CMMI Certification	Valid CMMI Level 3 or higher organizational certification. <ul style="list-style-type: none"> • Certificate available: 5 Marks • No certificate: 0 Mark [Supporting copy of valid Certificates shall be submitted]	5	5
e.	Local Presence	Availability of dedicated support infrastructure and response capability within West Bengal: <ul style="list-style-type: none"> • Existing Office/support centre in Kolkata or Nadia or North 24 Parganas or within 80 KM distance from the University along with Remote Support: 5 Marks • Existing Office/support centre not in Kolkata or Nadia or North 24 Parganas or within 80 KM distance from the University along with Remote Support: 2 Marks [Supporting copy of valid Trade License or GST Registration Certificate shall be submitted]	5	2
2.	Solution Proposed by the Bidder		40	20
a.	Technical Solution Architecture & Demonstration	Evaluation of overall system architecture, admission workflow design, reservation processing methodology, data validation framework, notification mechanisms, security architecture, scalability and understanding demonstrated during Technical Presentation/Demo. <ul style="list-style-type: none"> • Architecture Design: 5 Marks • Admission & Seat Allocation Workflow: 5 Marks • Data Validation & Security Framework: 5 Marks • Technical Presentation, Solution Demonstration and Requirement Comprehension: 5 Marks 	20	10
b.	Proposed Approach & Methodology	Evaluation of implementation methodology, understanding of University admission processes, project execution strategy, risk mitigation plan, SLA management approach and responsiveness during Presentation/Demo. <ul style="list-style-type: none"> • Understanding of Requirements: 5 Marks • Implementation Methodology: 5 Marks • Risk Mitigation & SLA Plan: 3 Marks 	15	7

		<ul style="list-style-type: none"> • Clarity of Presentation and Response to Queries: 2 Marks 		
c.	Team Structure	Evaluation of proposed project team, qualifications and experience of key personnel, support structure, deployment strategy, and ability of the proposed team to explain and defend the proposed solution during Presentation/Demo.	5	3
3.	Implementation & Management Plan		15	7
a.	Application Management	<p>Evaluation of the bidder's implementation strategy, project execution roadmap, milestone planning, resource deployment methodology and ability to achieve the prescribed Go-Live timeline. Assessment shall include explanation and demonstration during the Technical Presentation/Demo.</p> <ul style="list-style-type: none"> • Project Execution Roadmap & Milestones: 4 Marks • Resource Deployment & Governance Framework: 3 Marks • Ability to Achieve Go-Live Timeline: 2 Marks • Demonstration of Implementation Approach and Response to Queries: 1 Mark 	10	5
b.	Core Integration Services	<p>Evaluation of the proposed approach for integration of Cloud Infrastructure, Payment Gateway, SMS Gateway, Email Services, SSL Security, Backup Mechanism and related operational services, including demonstration and explanation during the Presentation/Demo.</p> <ul style="list-style-type: none"> • Integration Architecture & Technical Approach: 3 Marks • Demonstration of Integration Readiness & Operational Workflow: 2 Marks 	5	2
4.	Post-Implementation Support Plan		10	3
a.	Detailed Work Plan	<p>Evaluation of the bidder's post-implementation support framework, helpdesk model, incident management process, on-site support strategy, maintenance approach and ability to sustain uninterrupted admission operations. Assessment shall include explanation and demonstration during the Technical Presentation/Demo.</p> <ul style="list-style-type: none"> • Maintenance & Support Framework: 3 Marks • Helpdesk, Escalation & Incident Management Process: 3 Marks 	10	3
	TOTAL TECHNICAL SCORE	Minimum Qualifying Mark: 50 Marks	100	50

9. TERMS & CONDITIONS REGARDING PURCHASE POLICY OF TENDERING AUTHORITY:

9.1 Bid Information:

- Bidder must quote in INR in the BOQ Sheet.
- The rate quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.
- Bidder must follow the instruction for filling up BOQ as per Clause 6.3.

- d. Partial Quotation/Incomplete Quotation both for Technical and Commercial aspects may subject to cancellation of tender. However, University Authority will define the Partial Quotation/Incomplete Quotation based on the tender evaluation status.
 - e. The bidder must quote the total price inclusive of all components for providing the service for a period of three years after successful handover of the software.
- 9.2 Evaluation of Quotation: The Purchaser will evaluate and compare the quotations determined to be substantially responsive stage wise. Firstly, Technical Bid will be evaluated following QCBS method and thereafter Price Bid for technically qualified bidders will be evaluated for selection of vender.
- 9.3 Award of Contract: University of Kalyani will award the Contract initially for Three Years and such contract is renewable for a further period subject to the satisfactory performance of the Agency. University will award the contract to the agency whose quotation has been determined to be substantially responsive following QCBS method. Purchaser reserves the right to reject any or all the tender, wholly or partly, without assigning any reason thereof and shall not be bound to accept the lowest bid.
- 9.4 Warranty: The Developer should give guarantee/warrantee for a period not less than three years (3 years) from the date of actual implementation of the entire software system satisfactorily.
- 9.5 Adequate support service facility: The bidder/manufacturer should have an established development office in Kolkata or North 24 Paraganas or Nadia District or anywhere within 80km distance from Kalyani university for providing adequate service support facility as and when required basis either through on-line or by off-line mode.
- 9.6 The bidder should be able to provide end to end solution on specific matters pertaining to University's Academic and/or administrative issues.
- 9.7 Web Hosting services should be ensured for 24 x 7 availability in a highly data secured environment. The site should be hosted on a secured server, i.e. free from hacking and virus. Website needs to be security audited. The server should be connected with adequate bandwidth so that large numbers of applicants who wish to apply online do not face the problem of slow response. The server infrastructure shall be provisioned with adequate bandwidth and computing resources to support smooth online operations during peak admission periods. The system should be capable of handling approximately 20,000 applications per admission cycle and support at least 500 simultaneous active users without noticeable degradation of performance.
- 9.8 The successful bidder shall complete the development, implementation, testing, deployment and successful Go-Live of the Centralized Online Admission and Seat Allocation Management System along with Student Registration and Migration within the timeline prescribed in the NIT from the date of issue of the Work Order or signing of the Agreement, whichever is earlier.
- 9.9 Mere fulfilment of minimum eligibility criterion does not guarantee qualification of a bidder technical evaluation.
- 9.10 Bidder must provide Help Desk Service for any sorts of technical queries either by phone or by mail.
- 9.11 The bidder shall maintain a dedicated and fully equipped in-house technical support team on its own payroll for the operation, maintenance, and support of the system covered under this tender. Engagement of any third-party agency, subcontractor, or outsourced service provider for running, managing, operating, or supporting the system shall not be permitted. The University shall deal exclusively with the successful bidder and will not allow the intervention of any other agency in the execution of the contract.

The bidder shall remain solely responsible and accountable for all services and obligations under the tender throughout the contract period.

- 9.12 Bidder should submit copy of updated Trade Licence, GST, IT and P.Tax Return submission document.
- 9.13 Credentials: Documents of having adequate infrastructure and experience for developing and handling different types of ERP or Software Management System in various Universities must be submitted along with the tender. Bidder must submit User List with copy of Purchase Order ensuring service of similar nature in an Institute of Higher Learning.
- 9.14 Statutory deduction for GST and other Government taxes in the hand of the payee will be made as per the law in force
- 9.15 Cost Analysis: After opening of Financial Bid, Bidder may have to submit Cost Analysis Statement to substantiate the amount quoted in the BOQ. This cost will include on-line service support, MIS Facilities, Help Desk Facilities, ATS Charges etc.
- 9.16 Time Schedule: The successful bidder shall adhere to the implementation schedule specified in the NIT and ensure successful Go-Live of the system within the prescribed timeline. Any technical component, software module, integration, infrastructure, service or activity required to make the system fully functional and operational within the prescribed implementation timeline shall be executed by the Vender within the quoted cost and at no additional cost to University of Kalyani.
- 9.17 Validity of offer: A bidder should spell out in the tender that it shall remain valid for a minimum period of three months from the date of opening of the tender and during this period, the bidder shall not be entitled to revoke or cancel its offer.
- 9.18 After Sales Service
- The name and complete address of the company in India authorized by the Developer, to provide after sales service for the equipment should be mentioned. The appointed authorized service provider should be holding a valid certificate from the manufacturer to this effect.
 - The Developer should give an undertaking that after the warranty period, they shall provide spares and after sale service of the equipment in India for the normal life time of the equipment.
 - Stationed Campus Manpower Support: The BOQ cost must cover the deployment of qualified, technical support personnel stationed physically on-site at University of Kalyani campus throughout the entire 3-year contract timeline to manage continuous helpdesk operations.
- 9.19 University reserves the discretion to issue work order either in full or phase wise or in extension for another allied jobs depending upon the requirement and selected vender will be able for successful delivery of the said job.
- 9.20 For any sorts of queries regarding technical aspects of the tendered items, bidder may send e-mail at sic@klyuniv.ac.in or at anirban@klyuniv.ac.in
- 9.21 Payment Schedule: Payment be made after successful implementation of the entire system or as per agreement mutually made between the University and the vendor.
- 9.22 Performance Security: Successful bidder should deposit Performance Security money equivalent to the 10% of the order value in the form of DD/ suitable negotiable instruments as to be decided by the University immediately after issuing purchase order from the University. Such security will be refunded after completion of the warranty

period in normal case without any accrued interest. University may forfeit the Security Money in the event of the following circumstances:

- i. Selected bidder does not accept the order after issuing the same or fails to enter into a contract within validity period of offer.
- ii. Selected bidder fails to provide service within the scheduled time as specified in the Work Order
- iii. If before expiry of the warranty period, the handed over software does not function satisfactorily and the service provider denies to take the responsibility to make the supplied items in order.
- iv. In case of any false submission /statement by the bidder brought to the notice of the University after assigning job to the selected bidder
- v. In case of any refusal to abide by terms and conditions or refusal to enter into a written agreement as per prefixed terms and conditions

9.23 **Ownership and Handover of Source Code:** The successful bidder shall hand over to University of Kalyani the complete source code, database structure, deployment documentation, system architecture documents, user manuals and administrative manuals upon successful commissioning of the system. University of Kalyani shall have perpetual rights to use, modify, enhance, maintain and deploy the software without any restriction.

9.24 **Requisite Documents to be submitted:** Bidder must have adequate documents relating to Trade License and updated returns for Income Tax, GST, Audited Statement of Accounts and other documents as mentioned above.

9.25 Conditional bid may be liable for rejection.

9.26 **Disposal of Disputes:** In case of any dispute, the University's decision will be treated as the final and conclusive. All legal actions are subject to Kolkata jurisdiction only. Discretion of the University

9.27 University may take decision about non-purchase of the said item even after selection of vender due to its fund constraints

9.28 University may seek documents from the bidder in addition to the scanned documents sent by them at the time of uploading technical bid for verification and evaluation of tender

9.29 University reserves the right to relax any clause as stated hereinabove for selection of responsive vender.

9.30 For any false/unethical/illogical/unreasonable bid, University reserves the right to cancel the bid even after opening of Price Bid.

9.31 In case of Tie Bid arising after opening of price bid, University will follow the guideline as mentioned in the G.O. No. 2320-F(Y) dated 7/6/2022 issued by the Finance Department, Government of West Bengal

9.32 Opening the financial bid as per schedule will BE NOTIFIED LATER ON. Financial bid can be seen & accessed by the bidder through the NIC Portal on line after opening of financial bid on line. No objections raised by any Bidder in this respect will be entertained by the University. No informal tender will be entertained in the Bid further.

9.33 During the scrutiny, if it comes to the notice to tender inviting authority that the credential or any other paper found incorrect/ manufactured/ fabricated, that bidder would not allow to participate in the tender and that application will be rejected outright without any prejudice.

9.34 The Tender Selection Committee reserves to right to cancel the N.I.T. due to unavoidable Circumstances and no claim in this respect will be entertained.

Tender Ref. No.: KU/NIET/ADRMS/2026-27/01

Dated: 1st June,2026

Annexure I

FURNISHING BASIC INFORMATION

(To be furnished in the Company's official letter pad)

1.	Name of the Bidder	
2	Address for Communication	
3	Contact Number(s)	
4	E-mail ID	
5	Trade License No. (Please enclose copy of Trade License)	
6	PAN(Please enclose copy of PAN Card)	
7	GST No.(Please enclose copy of GST)	
8	Do you have previous experience for supplying similar nature of Items at Educational Institute of Higher Learning (Please enclose copy of Purchase order & user list, if yes)	Yes/No (Please put tick mark)
9	Annual Turnover as per Audited P/L ACCOUNTS & BALANCE SHEET	2022-23: Rs..... 2023-24: Rs..... 2024-25: Rs..... Average Annual Turnover: Rs.....
10	Status of the bidder(Please enclose copy authenticating your status)	Manufacturer/Dealer/Distributor/Selling Agent/Stockiest (Please put tick mark)

I hereby declare that the above information is true and correct to the best of my knowledge and belief. In case of any false/wrong/misleading information, I shall be bound to take the decision taken by the University.

**Signature of the Bidder
(With Seal)**

Annexure II
APPLICATION FOR TENDER

(To be furnished in the Company's official letter pad with full address and contact no, E mail address etc)

To
The System-in-Charge,
University of Kalyani

Sub: **End-to-end design, development, implementation, testing and cloud hosting of a fully automated Centralized Online Admission and Seat Allocation Management System along with Student Registration and Migration (KUADRMS)**

Tender Ref. No.: KU/NIET/AD RMS/2026-27/01

Dated: 1st June,2026

Sir,

Having examined the pre-qualification & other documents published in the N.I.T, I /we hereby submit all the necessary information and relevant documents for evaluation:

1. That the application is made by me / us on behalf of
.....in the capacity duly authorized to submit the offer. The authorization letter from the Company is attached in Annexure II.
2. We accept the terms and conditions as laid down in the tender document vide **Clause 9** and declare that we shall abide by it throughout the tender period including its extensions, if any.
3. We have gone through the Tender Document thoroughly and quoted the tendered items keeping in mind all sorts of information as furnished in the tender document including Corrigendum/Addendum as published from time to time
4. We are offering rate for the following item /items with printing capacity and assured supply to the University of Kalyani

Item No.	Job Details	Warranty Offered
1.	End-to-end design, development, implementation, testing and cloud hosting of a fully automated Centralized Online Admission and Seat Allocation Management System along with Student Registration and Migration (KUADRMS)	

In the event of being selected, I will make the supply within the stipulated period excepting the condition which is beyond our control.

Date: -

Signature of applicant including title and capacity in which application is made.

Contact no:

E-mail address:

Annexure III

(Authorization letter in favour of the applicant (other than Managing Director/ Proprietor/Partner) from the competent authority.)

FORMAT

(To be furnished in the Company's official letter pad with full address and contact no, E mail Address etc)

(TO WHOM IT MAY CONCERN)

This is to certify that Mr.(Name),
Employee of this Organisation as..... (Official Designation) is
hereby authorised to submit tender online, Vide NIT No. **Tender Ref. No.:**
KU/NIET/ADRMS/2026-27/01 **Dated: 1st June,2026** on behalf of the
Organisation.

Signature of the competent authority with Seal

.....
(Signature of the Authorised Person)

Signature of Mr.....

.....is hereby attested.

Signature of the competent authority with Seal

Annexure IV

(Affidavit Proforma)

(To be furnished in Non – Judicial Stamp paper of appropriate value duly notarized)

Tender Ref. No.: KU/NIET/ADRMS/2026-27/01

Dated: 1st June,2026

I, Sri/Smt.....

The Managing Director/Proprietor (etc.) of the Firm.

..... (Name of the firm)

At (address).....

Do hereby solemnly affirm and declare as follows:

1. That I have not ever been convicted of any offence making myself liable to be disqualified to supply of Chemicals / Equipments/other items to any Govt. or Govt. undertaking Organization /Institution in the State of West Bengal or other State or States.
2. That no case is pending against me or against my firm in any criminal court of law to supply of Chemicals, Lab. Chemicals & Laboratory Equipments and other items to the Govt. or Govt. undertaking Organization / Institution in the State of West Bengal or other State or States (If any case is pending, state the details).
3. 3.That, I also declare that if any information subsequently found incorrect or false will it automatically render the tender submitted by me cancelled and make me liable for penal/legal action as per law of the country.
4. That my concern has not yet been declared bankrupt by any banking or money lending agency duly licensed by RBI nor has it been considered doubtful by any Government concern so far as the solvency of the organisation is concerned.
5. That I do further affirm that the statements made by me in this tender are true to the best of my knowledge and belief and all the documents attached are genuine & correct.

Deponent(s).

ANNEXURE V

DECLARATION ON NIT

(To be typed in company letter pad, scanned and uploaded)

I, the undersigned, do hereby declare that in respect of Tender Ref. No.: **Tender Ref. No.:
KU/NIET/ADRMS/2026-27/01** **Dated: 1st June,2026** On behalf of my organization, I will comply all the formalities that are required to be complied as per NIT and I will observe all clauses of the NIT (including Terms & conditions).

In case of any non-observance of any clause(s) of NIT, my organization will be bound to follow the decisions taken by the University of Kalyani for taking decision related with the tender for which the said NIT was uploaded.

In case of unsuccessful bidding, I shall have no claim with the University of Kalyani for refund of EMD since the entire EMD submission mode is on-line and University of Kalyani does not have any role to play for the said issue.

Full signature of the Person
(Designation with Seal)

Date:

Place:

Validate

Print

Help

Item Rate BoQ

Tender Inviting Authority: CIRM, University of Kalyani

Name of Work: End-to-end design, development, implementation, testing and cloud hosting of a fully automated Centralized Online Admission and Seat Allocation Management System along with Student Registration and Migration (KUADRMS)

Contract No: KU/NIET/ADRMS/2026-27/01

Name of the Bidder/

PRICE SCHEDULE**(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevent columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)**

NUMBER #	TEXT #	NUMBER #	TEXT #	NUMBER #	NUMBER	NUMBER	NUMBER #	TEXT #
Sl. No.	Item Description	Quantity	Units	BASIC RATE Per Unit In Figures To be entered by the Bidder Rs. P	GST Total if any	Any Other Taxes/Duties/Levies Total, (if any)	TOTAL AMOUNT With Taxes	TOTAL AMOUNT In Words
1	2	4	5	13	14	17	53	55
1	End-to-end design, development, implementation, testing and cloud hosting of a fully automated Centralized Online Admission and Seat Allocation Management System along with Student Registration and Migration (KUADRMS)							
1.02	Design, Development, Testing, Deployment, Cloud Hosting, SSL, Payment Gateway Integration, SMS/Email Integration, Training, Technical Support, On-site Support Manpower, Warranty, AMC and all other services required for successful implementation and operation of KUADRMS for a period of three (3) years as per Scope of Work and Tender Conditions. (Detail Specification as per Tender)	1.00	Each				0.00	INR Zero Only
Total in Figures							0.00	INR Zero Only

Quoted Rate in Words

INR Zero Only