



CONVENER, COMMON POST GRADUATE ENTRANCE TESTS (CPGET) - 2020
DIRECTORATE OF ADMISSIONS: OSMANIA UNIVERSITY
HYDERABAD
PHONE NO.040-27090136

Tender Notice No: 111/CPGET-2020/DOA/O.U.

Dated: 29-09-2020

SHORT TENDER NOTICE

Sealed Tenders are invited from experienced firms for executing the work of Web Based Seat Allotment which includes Online Certificate Verifications, Exercising of Web Options and Web Based Seat allotment processes for CPGET-2020 and other Common Entrance Tests conducted by Directorate of Admissions, O.U. The firms must have the experience of executing similar work with at least three (3) years of experience in entrance tests of Telangana State with multiple subjects having a minimum of 20000 candidates in each entrance test. The firm must be in State of Telangana. The last date for submission of sealed quotations to the undersigned is dt:16-10-2020 by 3:00 P.M.

The Tender conditions and Tender form can be downloaded from the University website www.osmania.ac.in from dt.29-09-2020 to dt.16-10-2020. The tender form alongwith Demand Draft for Rs.5000/-(Registration fee - Non-Refundable) and Rs.50,000/-(Earnest Money Deposit - Refundable) in favour of "The Convener, CPGET-2020" from any Nationalized Bank has to be submitted with the tenders. The Tenders will be received up to dt.16-10-2020 till 3.00 P.M. The Tenders will be opened on dt: 16-10-2020 at 4:00 P.M.

The following is the scope of work to be executed:

Application-Online Certificate Verification at multiple centres throughout Telangana State

- Online certificate Verification application development
- Application maintenance and support

Web Based Seat Allotment

1. Hosting of Qualified candidates data and maintenance.
2. Providing required technical support for exercising web based options by all qualified candidates.
3. Sending required information to candidates through SMS and mails.
4. Providing necessary technical and software support for web based counselling and subsequent allotment of admissions in all the subjects under CPGET-2020.
5. Collection of Online Registration Fee and Course Fee.
6. Hosting of allotment lists, candidate wise and college wise.
7. Data base back-up and maintenance.
8. Generating required reports as and when necessary.
9. Database should be transferred in a soft copy to the Convener, CPGET-2020, after completion of the work.

Note:1. Price should be per each candidate who exercised the web options.

2. First the Technical Committee will open the Technical bid and if all the Technical conditions are satisfied then only the Commercial bid will be opened and considered.

3. The successful bidder has to execute a service bond on bond paper.

4. All disputes if any shall fall within the jurisdiction of Hyderabad only.

Convener
CPGET-2020

Short Tender Document

(For Web based seat allotment process CPGET-2020 and other Entrance
Test for academic year 2020-2021 conducted by Directorate of
Admissions, Osmania University, Hyderabad)



Convener, CPGET-2020
Directorate of Admissions
Osmania University
India. 500007

TENDER DOCUMENT

Tender application fee: Rs.5000/- (Rupees Five thousand only)
Earnest Money Deposit: Rs.50,000/- (Rupees Fifty thousand only)

Sealed short tender is invited from the reputed and experienced service providers from Telangana State for executing the work of Web Based Seat Allotment which includes Online Certificate Verifications, Exercising of Web Options and Web Based Seat allotment processes for CPGET-2020 and other Common Entrance Tests conducted by Directorate of Admissions, O.U. during the academic year 2020-2021.

Interested firms, who wish to participate in the tender can take a printout format of the tender application and submit the application with necessary enclosures, Tender Fee, and other essential documents for technical bid must be submitted on or before dt:16-10-2020 Time:5 P.M. in the office of Convener, CPGET-2020, Directorate of Admissions, Osmania University, Hyderabad.

Osmania University, Hyderabad reserves all the rights to re-schedule, cancel or reject the tender without assigning any reasons thereof. For more details visit us at website: www.osmania.ac.in

Last Date of Submission of Tender: Dt.16 -10-2020 (Time 3:00 P.M.)
Date of Opening of Tender: Dt. 16-10-2020 (Time: 4:00 P.M.)

1. INVITATION OF THE BIDS:

Convener, CPGET-2020, Directorate of Admissions, Osmania University Hyderabad (www.osmania.ac.in) invites short tenders for in two (2) separate sealed covers for Technical bid and Commercial bid for executing the work of Web Based Seat Allotment which includes Online Certificate Verifications, Exercising of Web Options and Web Based Seat allotment processes for CPGET-2020 and other Common Entrance Tests conducted by Directorate of Admissions, O.U. for the academic year 2020-2021.

General Instructions, Terms and Conditions:

- The tender Document and Application format can be downloaded from the university website www.osmania.ac.in and pay Rs.5000/- (Rupees Five thousand Only) through Demand Draft drawn in favour of Convener, CPGET-2020, for registering the exclusive name of the party who intends to actually submit the bids. The tender document fee is non-refundable, non-adjustable and non-transferable.
- Convener, CPGET-2020, Directorate of Admissions, Osmania University, Hyderabad reserves the right to select certain firm and reject the other participated in the tender without assigning any reasons whatsoever and also reserves the right to revise or alter the specifications of the work before the acceptance of any bids.
- Incomplete bids, late bids, amendments and additions to bids after opening the bids are liable to be rejected by Convener, CPGET-2020, Directorate of Admissions, Osmania University Hyderabad.
- The bidder shall be responsible for the delivery of the services, its successful demonstration, and implementation training as required, as per specifications listed in the tender and at the sites allotted by the Convener, CPGET-2020, Directorate of Admissions, Osmania university.

- A Demand Draft for Rs.5000/- (Rupees Five thousand Only) drawn in favour of the "Convener, CPGET-2020" payable at Hyderabad towards Tender application fee must accompany the bids. Bids without Tender application fee will be rejected. The Tender Fee is Non-Refundable.
- A Demand Draft for Rs.50,000/- (Rupees Fifty thousand only) drawn in favour of the "Convener, CPGET-2020" payable at Hyderabad towards Earnest Money Deposit (EMD) must accompany the bids. Bids without EMD will be rejected. The EMD will be refunded to all the unsuccessful bidders only after the work orders are executed by the successful bidder.
- The price must be quoted in the format as specified in the tender document.
- The price mentioned in the tender document is valid for period of one year. The bidders should be ready to extend the validity, if required by the Convener, CPGET-2020, Directorate of Admissions, Osmania University, Hyd.
- Printed terms and conditions of the bidders will not be considered as forming part of the bid.
- The bidders shall be responsible for the execution of work of Web Based Allotment of Seats for CPGET-2020 including Technical Support, commissioning and all service deliveries as listed in this tender document.
- The bidder should commence work as per the scope mentioned in the tender document within one week from the date of issue of firm order and/or entering into contract.
- Bidders should enclose their bids with full details of all latest software and/or solutions proposed for the scope of work with full documentation/descriptive literature/leaflets indicating all features proposed.

- Sealed covers be addressed and delivered to :

The Convener, CPGET-2020, Directorate of Admissions,
Osmania University, Hyderabad,
Hyderabad - 500007, (Telangana State)

- The corresponding sealed envelopes should be titled as "Web based seat allotment process for CPGET-2020" and addressed mentioning the notification number to "The Convener, CPGET-2020, Directorate of Admissions, Osmania University, Hyderabad - 500007" and all the bids must reach on or before dt:16-10-2020 (Time: 3:00 P.M). Bids received or submitted after the specified time will be rejected and no intimation will be sent in this regard.
- The Convener, CPGET-2020, Directorate of Admissions, O.U. on behalf of Osmania University, Hyderabad does not bind himself to accept the lowest bid on any bid and reserves the right of accepting the whole or any part of the bid or portion of the quantity offered; and the bidder shall obey the same at the rate quoted. The Convener, CPGET-2020, Directorate of Admission on behalf of Osmania University reserves the right to reject any or all offers received in response to tender or cancel or withdraw the tender notice without assigning any reason, whatsoever.
- Acceptance of the bid shall be communicated through Phone call/email to the successful bidder.
- Any specific queries, communications and references should be made only through an email: cpget2020@gmail.com or on phone no.040-27090136.
- The bidder must enclose a copy of, PAN Card, GST number and last 3 years financial statements.

2. BROAD SCOPE OF WORK

The system (software) should be capable of performing the following activities:

Application- Online Certificate Verification

- Online certificate Verification application development
- Application maintenance and support

Web Options - Application Development and Hosting

- Providing Online application to accept web options from qualified students
- Application and Database maintenance
- Hosting & Technical support

Providing Web Based Allotment Process

- Web options data scrutiny
- Allotment process as per the rule of reservations of University rules and regulations
- Hosting of qualified candidates' data and maintenance
- Providing required technical support for exercising web based options by all qualified candidates
- Sending required information to candidates through SMS and mails
- Collection of Online Registration Fee and Course Fee.
- Hosting of allotment lists, candidate wise and college wise
- Data Base Back-up & Maintenance
- Generating required reports as and when necessary
- Database should be transferred in a soft copy to the Convener, CPGET-2020.
- The successful bidder has to offer the services from the date of commencement to the end of the admissions process of CPGET-2020 which shall be for 6 months.

Sd/-

Convener, CPGET-2020
Directorate of Admissions
Osmania University, Hyd.

Date:

I agree to abide by the
Conditions of Tender document

Signature of the Tenderer

Address:

Mobile:

AADHAAR card no.:

STRUCTURE OF THE ORGANIZATION

1. Name and address of tenderer :
2. Telephone No./Fax No./Email address :
3. Legal Status (Attach copies of original document defining the legal status).
 - a) An Individual/Consortium :
 - b) A Proprietary/Partnership firm :
 - c) A Trust :
 - d) A Limited Company or Corporation :
4. Particulars of Registration with various Government bodies (attach attested photocopy)
 - a) Registration Number :
 - b) Organization/Place of registration :
 - c) Date of validity :
 - d) GST No:
5. Names and titles of Directors & Officers with designation of those concerned with this work with designation of individuals authorized to act for the organization.
6. Were you or your company ever required to suspend the work for a period of more than six months continuously after you commenced the works ? If so, give the name of the project and reasons for not completing the work.
7. Have you or your constituent partner(s) ever left the work awarded to you incomplete ? If so, give name of the project and reasons for not completing the work.
8. Have you or your constituent partner(s) been debarred/black listed for tendering in any organization at any time ? If so, give details.
9. Area of specialization and Interest.
10. Any other information considered necessary but not included above.

Date:

(Signature of the Tenderer)

Annexure- I
TECHNICAL BID (ELIGIBILITY CRITERIA BID)

Eligibility criteria to identify suitable/prospective bidder, whose technical criteria bids will be opened for review by the university evaluation/technical committee.

S.No.	Eligibility Criteria for the Bidder	Documentary Evidence to be Attached
1	The organization need to have a minimum Turnover of Rupees One Crore in the last three financial years	i. Last 3 years audited balance sheet
2	The organization should have facilitated web allotment services for atleast five different CETs in the state of Telangana in the last three (3) years.	i. Purchase Orders or Agreement copies ii. University/Organization name iii. Scope of work iv. Contact person's name and contact details
3	The bidder should have in-house software development capability, software and hardware, besides having manpower on the company payrolls involved in development and training activities.	Details of infrastructure and manpower availability and break-up to be provided
4	An ISO 9001-2015 certified company	Letter of incorporation and ISO certificate
5	The company should not have been blacklisted by any state/central government entities from participating in their projects	Self-Declaration by the bidder on the company letterhead
6	The firm must be in state of Telangana only.	Address proof.

- The successful bidder has to execute a service bond on bond paper.

Date:

(Signature of the Tenderer)

Annexure- II
FINANCIAL BID FOR SERVICES SOUGHT UNDER SECTION

Sl No	Components	Total amount for all tasks	Amount in words
1	Online Certification Verification Application Development and maintenance	(per candidate)	
2	Online Web Options Application Development and maintenance		
3	Web based Allotment Process Hosting		
4	Payment of fee through online		

The rates mentioned above for the project does not have any hidden cost.

- The successful bidder has to execute a service bond on bond paper.

Date:

(Signature of the Tenderer)



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DIRECTORATE OF ADMISSIONS
OSMANIA UNIVERSITY
HYDERABAD-500007
TEL No.:040-27090136

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Dated: 29-09-2020

TENDER SCHEDULE

1. Tender Notification No. & Date : 111/CPGET-2020/DoA/O.U., dated: 29-09-2020.
2. Sale of Tender Forms : 29-09-2020 to dt.16-10-2020
can be downloaded from website
www.osmania.ac.in
3. Last date for submission of Bids : 16-10-2020 (upto Time 3.00 P.M.)
4. Opening of Bids : 16-10-2020 (Time:4:00 P.M.)
5. Commencement of Work : within one week from issue of Placing of
order by successful Bidder