



SAMBALPUR UNIVERSITY

(NAAC Accredited with 'A' Grade)
E-GOVERNANCE NODAL CENTRE,
JYOTI VIHAR, BURLA-768019,
SAMBALPUR, ODISHA

No. 218 /22-23/e-Gov

Date. 30/06/2022

TENDER CALL NOTICE

Sealed quotations are invited from the firms and software companies for developing, hosting & maintenance of official website of Sambalpur University. The terms and condition and the detailed scope of work can be downloaded from the university website www.suniv.ac.in or can be obtained from the office of the e-Governance nodal centre in any working day during office hour 10:00 AM to 5:30 PM only. The quotations must reach to the undersigned by speed post on or before 11.07.2022 at 12:00PM and the same will be opened on the same day at 3:00 PM in presence of authorised representative of the firms if any.

Registrar ^{mbalo} 30/6/22

Sambalpur University

Dt. 30.06.2022

Memo No. 219 (5) /22-23/e-Gov

Copy forwarded for information and necessary action to;

1. The Advertisement Manager, The Samaj, Sambalpur is requested to publish the tender call notice in their respective dailies on or before 03.07.2022 by using minimum space as prescribed by I & PR department Govt. of Odisha and submit the bill in duplicate along with the foolscap of published newspaper for payment.
2. The Advertisement Manager, The Times of India, Satya Nagar, BBSR is requested to publish the tender call notice in their respective dailies on or before 03.07.2022 by using minimum space as prescribed by I & PR department Govt. of Odisha and submit the bill in duplicate along with the foolscap of published newspaper for payment.
3. The Director, e-Governance Nodal Centre for uploading the same in the University website notice board.
4. The P.A to Registrar.
5. The Secretary to Vice-Chancellor.

Registrar ^{mbalo} 30/6/22
Dt. 30.06.2022

Annexure - I



**Tender Document for Sambalpur University
Website Redesign
&
Online-Applications Development**

Ref No: _____

Date: _____

Tender Schedule

Event	Date
Tender Publish Date	
Last of tender submission	
Tender Opening and Evaluation	
Opening of Financial Bids	
Tender Award Date	

Sambalpur University, Jyoti Vihar, Burla,

Sambalpur, Odisha- 768019

E-mail: registrar@suniv.ac.in

<https://www.suniv.ac.in/>

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Introduction

Existing Web Site of Sambalpur University

The existing website of Sambalpur University can be accessed through <https://www.suniv.ac.in>. The website provides vast amount of information through various sections/ web pages. The site provides information on history and background of the University, and also furnishes up to date account of administrative and academic structure, courses offered, faculty members, admission prospectus, forms, results, jobs, tenders, notices etc. The site provides information related to RTIs and press releases, and also online application for different courses, result publication, alumni, Grievances and many more.

Vision of the Web Portal for Sambalpur University

Sambalpur University plans to have a dynamic state-of-the-art web portal which would truly reflect and add to the University's vibrant academic environment and campus life. This entails a working blend of Web 3.0 technologies and eye-catching presentation of information. The website should be elegant and uncluttered in look, and user friendly in its layout and content.

Tender document

Sealed tenders are invited from eligible firms having experience of designing and developing websites for reputed academic institutions. The tender document containing the terms and conditions can be downloaded from the website www.suniv.ac.in. Eligible firms downloading the tender document from the website are requested to notify Sambalpur University, [Email- egov@suniv.ac.in](mailto:egov@suniv.ac.in) so that any amendment in the tender document can be informed to all prospective venders.

Tender Application Fee & EMD

The bidder should submit DD as EMD of 2% of price quoted from any Nationalized/scheduled bank drawn in favor of "Sambalpur University" payable at Jyoti Bihar, Burla .

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SCHEDULE FOR SUBMISSION OF TENDERS

The following is the required schedule of events for this project. The schedule may change depending on the results of the responses and a final schedule will be established prior to contracting with the successful Vendor.

Event	Date
Availability of Tender Document at SU Website and Last Date and time for submission of completed Documents	
Opening of Bids and Evaluation	
Opening of Financial Bids	

The Tender document can be downloaded from the website: <https://www.suniv.ac.in>.

The completed application (response document), (printed, signed and bound copy) should be submitted in a sealed cover super scribed with the title "Tender Document for Website Redesign & Online-Applications Development for Sambalpur University" at the address given below. The Tender eligibility, technical specification and financial bid should be in three different sealed cover inside the main cover.

Envelope - 1 (super scribing Eligibility Documents)

Tender committee will examine all tender eligible documents thoroughly as per Annexure - 1 with all required supporting documents and may also verify through third party agencies. Only tender eligibility passed bidder's documents will be processed further such as technical evaluation or presentation or financial bid opening.

Envelope - 2 (super scribing Technical Proposal)

The Technical Proposal should detail the technical specifications of the proposed solution, compliance to the specifications of various modules detailed in the tender, implementation plan, post implementation warranty and support plan.

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Envelope - 3 (super scribing Financial Bid)

The Financial Proposal should give detailed breakup of price of various modules and associated price of implementation in the Performa in Annexure - 3 enclosed. SU will not be liable for any cost incurred by the respondents in preparing responses to this tender or Negotiations associated with award of a contract.

To,

The Registrar

Sambalpur University, Jyoti Vihar, Burla,

Sambalpur, Odisha- 768019

E-mail: registrar@suniv.ac.in

<https://www.suniv.ac.in/>

Last date of Applications: Any application received after the last date and time for submission shall not be accepted. Applications received after the last date shall be summarily rejected.

Clarification of Tender Document

Interested eligible vendors requiring any clarification on the tender documents may notify only through email to the Deputy Director, e-Governance cell, Sambalpur University, email-egov@suniv.ac.in . Sambalpur University will respond in writing by email to any request for clarification of the Tender Documents, which it receives not later than 7 days prior to the deadline.

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Eligibility Criteria

Bidder should qualify the following eligibility criteria and filled up with Annexure-1 for necessary verification:

1. The bidder should be a Company registered in India under the Companies Act 1956
2. The bidder should have a development office with required technical man power in Sambalpur or Odisha
3. No Consortium will be allowed. The bidder must meet all the eligibility criteria by itself.
4. The tendered must have service tax registration, income tax assesses and GST registration.
5. The bidder should not be black listed by any State / Central Govt. Organizations.
6. The tendered should have a minimum of ten years of experience in developing & maintenance services of websites/portals/web applications as on 1st June2022.
7. The tendered should have executed at least five similar projects of the State/Central Government Universities. Annexure - 1 should be filled up for necessary verifications.
8. The bidder should have executed online admission system successfully for any State/Central Government Universities continuously for five consecutive years. (Work order or successfully completion certificate required for necessary verification, again Annexure - 1 to be filled up for necessary verification)
9. The tendered should have implemented 360° Virtual campus tour at any Govt. Organization or Institution/University, necessary document or declaration letter with URL to be submitted for necessary verification.
10. The tendered should have experience and implemented payment gateway, EV SSL, SMS, Email, and Barcode for any online application under State/Central Government organization.

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11. The tendered should have experience on managing dedicated web server or VPS server.

The response to tender without submission of proof of above points will summarily be rejected without further communication.

Evaluation Process

The bidders will be scrutinized on the basis of eligibility criteria, technical specification and work experience.

Terms & Conditions

1. The work shall be completed in all respects within 1 month from the date of issue of work order.
2. The authority reserves the right to accept/reject any part of or all the quotations without assigning any reason thereof.
3. Any bid received after the deadline for submission of bids prescribed, will be rejected.
4. Modifications of Bids may be allowed by SU authority if any substantial changes have to be made in the scope of work. This option will be available to every Bidder who has submitted Bid.
5. Bids cannot be withdrawn during the interval between its submission of bids and expiry of Bid's validity period.
6. SLA (Service Level Agreement) will be signed with the awarded bidder.



Scope of the Work

Existing Web Site and online application features.

The scope of work includes planning, requirement-gathering, design, development and testing, delivering and migrating existing site to the new portal. It also includes regular maintenance and updating of the website. The University expects that the portal will be delivered on "turn-key-basis". The existing website of Sambalpur University can be accessed through <https://www.suniv.ac.in>. The existing website provides vast amount of information through various sections/ web pages. The site provides information on history and background of the University, and also furnishes up to date account of administrative

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and academic structure, courses offered, faculty members, admission prospectus, forms, results, jobs, tenders, notices etc.

Vision of the Web Portal for Sambalpur University (SU)

SU plans to have a dynamic state-of-the-art web portal which would truly reflect and add to the University's vibrant academic environment and campus life. This entails a working blend of Web 2.0 technologies and eye-catching presentation of information. The website should be elegant and uncluttered in look, and user friendly in its layout and content.

As per the norms of Dept. of IT, Govt. of India, the website should be accessible to blind & low-vision visitors and should maintain the GOI Website Guideline.

Website Renovation Features

The portal should accompany a comprehensive content management system to support a variety of users ranging from Administrators to Guests. It should allow the administrator to create user roles and allow the setting up of access rights ranging from entire site to a specific page.

- It should provide for flexibility to modify the design when a major event has to be published.
- Design should be flexible to accommodate new pages.
- Design should allow changing the interface templates for fresh new look as and when required.
- The portal should be based on International standards like W3C standard for HTML, WAI etc.
- It should be compatible to various browsers including IE, Mozilla Firefox, Chrome, Opera etc.
- It should provide secure integration with payment gateway for online payment transactions involved in processes such as admission form, job application, student fees, conference registration etc.

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- It should provide online tracking facility for job applicants, students seeking admissions, RTI applicants etc.
- The portal should allow the user to syndicate, aggregate and set up the notification of data
- using RSS feeds.
- The portal should allow users to share their views, feedback, solutions and suggestions online through feedback form system.
- It should provide a search module for efficient information retrieval.
- The portal should have a direct mailing facility where mails could be sent to different contact persons.
- The website should incorporate necessary security features against hacking and defacement.
- All logins and payments transaction must operate on secure protocols. It should provide support for website security audit.
- The portal should comply fully with the guidelines issued from time to time by the Government of India
- The portal should be disabled-friendly, and should allow for features such as voice enabling, enhancement of font size and incorporate magnifier to all the pages.

Online Application Features

At present scenario, SU already developed multiple online applications since 2012 and successfully implemented. All existing applications will be renovated with new features and will also initiate couple of new requirements. As per current requirements, there will be online applications for admission system, Grievance System, OTG monitoring, alumni management system. All individual applications will be hosted with individual sub-domain such as e-admission application sub-domain <https://eadmission.suniv.ac.in> accordingly DNS and space will be maintained by the vender. Online payment gateway will be installed along with Barcode, transactional SMS, and SMTP Email to make the online application more easy process.

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E-admission application

There will be three different online applications for courses like PG (SF), Ph.D and M.Phil., all three application will be live on different schedule. Year wise applicant archives will be there for administrative purpose and complete application will develop with content management system to rectify student records. Online payment gateway will be integrated for fee collection, SMS, Email will be integrated for digital notification and Barcode with unique application no will be assigned to each applicant after successfully registration. Each e-admission application may be live multiple times in a year and complete admission process will be online from advertisement publication to student admission and hostel assignments. Online application should be a robust application to handle 10,000 concurrent users from different locations.

Alumni Application Specification and Procedure

Alumni Management System facilitates institutes to connect with their Alumnae, helps institutes strategically to build and manage their alumni network, by facilitating community-building, networking, communications and giving back. With Alumni Management System, your Alumni data can be centralized and combined with a host of exciting front-end member modules and time-saving, back-end administration tools.

Online Grievance Redressal System

Another sub-domain will setup as <https://grivance.suniv.ac.in> with required server space and all security features will be integrated with SMS and QR Code for proper authentication. The scope of the Grievance Redressed application aims to look into the complaints lodged by any student and redress it as per requirement. The students can state their grievance regarding any academic and non- academic matter within the campus through the online application. The institution aims at solving the grievances of the students within stipulated academic and non- academic matter within the campus through the online. The institution aims at solving the grievances of the students within stipulated time.

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OTG Monitoring System

Online OTG monitoring system will be hosted in a sub-domain like <https://otg.suniv.ac.in> with required server space, SSL and security features. This is an existing online application <https://www.suniv.ac.in/otg-monitoring-year.php> to be renovated with some new look and features. Interested and qualified bidders are required to have a review and come up with a new proposal or suggestion.

360° Virtual Campus Tour

Showcasing the facilities available on campus is one of the key ways of attracting prospective students to enroll. This interactive virtual campus tours allow students to view what we will have to offer direct from their mobile, tablet or computer. These interactive 360° views will allow the students to see the whole campus site at a glance.

Virtual tour to cover from the main gate to complete campus, auditorium, conference hall, indoor and outdoor play ground. This will be hosted in a separate high-end VPS or dedicated server; another sub-domain will be created for these particular purposes and this virtual tour will be device compactable.

Server Configuration

Processor: Intel 2x E5-2680 v4 2.4GHz

Cores/Threads: (28 cores/56 threads)

Memory : 256 GB

Storage : 500 GB

Bandwidth : 10TB Per Month

Server Security Suite : Yes

Control Panel : Cpanel

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Annexure - 1

Sample of Online Application Experience

Sl. No.	Client Name and Address	Under which Government Department	Application Details	Contact details of Officer-in-charge	Supporting Document List	Associated Since year
				Contact Person Name: Designation: Phone No: Email ID:	1. Purchase Order 2. Completion Certificate 3. Appreciation Letter	

One Example mentioned for clear understanding

Client Name and Address: Name of the organization and address.

Under which Govt. Department: Name of the Government and Department.

Application Details: List of Products and/or services catered to respective client

Officer in charge with Contact Details : Name, Designation, Phone No and Email ID of in-charge officer of respective client

Supporting Documents: Documentary proof like work orders, completion certificates, service certificates etc.

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Annexure - 2
Financial Information

Sl. No.	Product/Service Details	Total Price
1	<u>Main Website with following features</u> Website template for main website and other online applications <ul style="list-style-type: none"> • Multi User Content Management System. • Dual Language (Hindi & English) Version. • Website should include blind and low vision options as GOI guide line • Website and online application will be device compactable and mobile friendly 	
2	<u>Online Applications</u> Online admission application for P.G. (S.F.) and MPA Course. Online admission application for M. Phil. Course. Online admission application for Ph. D Course. Online Grievance Application Online Alumni Application Online application for OTG monitoring	
3	<u>Hosting & security Features</u> 500GB AWS virtual server space with control panel (To be distribute with main website and eight online applications) Six no. of Symantec secure site pro with EV SSL Certificate SiteLock Web Application Firewall for Website and online applications Code Guard backup system for all website & applications. Two lacks transactional SMS QR code for all applications Daily updates and maintenance (main website and all applications)	
4	<u>360° Virtual Campus Tour</u> <ul style="list-style-type: none"> • Virtual tour to cover from the main gate to complete campus, auditorium, conference hall, indoor and outdoor play ground. • 360-degree virtual tour with HD quality images. • Website Integration • Mobile compatibility for Android and I Phone • High bandwidth server space 500GB 	
	Total Price	
	Tax	
	Total Bid Price (Including Tax)	