



Government of National Capital Territory of Delhi
DELHI TECHNOLOGICAL UNIVERSITY
(Formerly Delhi College of Engineering)
Shahbad Daultapur, Bawana Road, Delhi-110042

EXPRESSION OF INTEREST No. DTU/EOI/01/2015

Delhi Technological University (formerly Delhi College of Engineering) is a non-affiliating, teaching and research University at Delhi to facilitate and promote studies, research, technology incubation, product innovation and extension of work in Science, Technology and Management Education and also to achieve excellence in higher technical education. Currently, university is offering B. Tech. Courses in 15 streams with a total of Approx.1800 seats, 125 Ph.D scholarships and 25 Teaching-cum-Research Fellowships. In addition, a School of Management has also been established within the university campus to cater for MBA program in the areas of Knowledge and Innovation Management, Supply Chain Management and Info – System Management.

DTU invites “Expression of Interest (EOI)” from leading, reputed, professionally & financially sound and duly registered companies/ agencies/ organizations which have required experience in relevant and similar execution for ‘Development, Supply, Implementation and Maintenance of Examination and Academic Activity Management Software Examination System’ in the university.

Procedure for submission of EOI: Vendors proposing to submit EOI, kindly visit university website and www.dtu.ac.in for downloading full document of EOI including details of Scope of Work and the desired prerequisites. Any amendment/ update to the EOI or its Terms & Conditions will be uploaded on official websites of the University. The EOI be submitted in the prescribed format along with all supporting documents in compliance with the requirements of EOI. The companies will be short listed after detailed presentations by them before the designated Committee. The dates for presentations shall be informed/ notified individually and on University website.

Technical & Financial bids will be invited through tender process only from those who meet the desired requirements and are short-listed.

EOI may be sent in triplicate in a sealed envelope duly super scribed ‘Expression of Interest for “Development, Supply, Implementation and Maintenance of Examination and Academic Activity Management Software Examination System in DTU” either by registered post or personally, addressed to OIC (S&P), Room No. 104, Admn. Block, Delhi Technological University, Shahbad Daultapur, Bawana Road, Delhi – 110042. The university reserves the right to accept or reject any or all the EOIs at any stage of the process or any of the terms without assigning any reason. No correspondence in this regard shall be entertained. The closing date for receiving EOI is 15.05.2015 till 1500 hrs. and same shall be opened at 1530 hrs. on 15.05.2015.

(Officer In charge)
(S&P)



DELHI TECHNOLOGICAL UNIVERSITY

Notice inviting Expression of Interest for Designing Development, Supply, Implementation, Customization, Testing, Maintenance of Examination and Academic Activity Management Software System

at

DTU

Dated:20.04.2015

**Delhi Technological University,
Formerly Delhi College of Engineering,
Shahbad Daulatpur,
Main Bawana Road,
Delhi – 110042**

EOI for development, implementation and maintenance of examination management and online examination system at DTU.

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DELHI TECHNOLOGICAL UNIVERSITY

Document Name	Notice inviting Expression of Interest for Development, Supply, Implementation and Maintenance of Examination and Academic Management Software System at DTU
Document Reference Number	FDTU/212/01-27/14-15/SP
Date of issue of EOI notice	20.04.2015
Opening of EOI notice	15.05.2015 (03:30 P.M)
Last date for receiving queries and date of responder(s) conference. Potential responders should make sure that they qualify all criteria as per EOI as only representatives of eligible companies will be allowed to attend the conference	15.05.2015 (03:00 P.M)
Last date for submission of EOI response	15.05.2015 (03:00 PM)
Cost of EOI	Downloadable from DTU website : Free

Note: The bidder must submit the response both in hard copy and two soft copies on CD either in person or in sealed envelope sent through registered post or speed post or in person addressed to OIC (S&P) Delhi Technological University, Formerly Delhi College of Engineering, Room No. 104, Admn. Block, Shahbad Daulatpur, Bawana Road, Delhi – 110042 before the mentioned date and time of submission.

The envelope containing the EOI Response to be super scribed with the title “Expression of Interest for development, implementation and maintenance of Examination Management System”.

Venue for Conference: Senate Hall, 2nd Floor, Admn. Block, DTU.

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1. ABOUT DTU

“DTU as a Technological University will be a significant milestone to create an academic and research environment to foster scientism and engineering excellence together. The up gradation of DCE into a University is seen as a major initiative of Government of Delhi to make Delhi as the Knowledge Capital of India”

The inspiration for upgrading Delhi College of Engineering into a Technological University in the NCT of Delhi is derived from the fact that in the new Knowledge Age creation and dissemination of knowledge, capabilities of utilizing knowledge to cause quantum jump in quality, performance and service to industry and society and thus, creating a better tomorrow has to be the hallmark of science, engineering and technology education in India.

Highlights of Major Achievement during the Past years

DCE which is now DTU has provided to the nation around 30,000 engineering graduates and post graduates and post graduates who have excelled at home and abroad. Many of them have attained positions of high responsibilities in government as well as in the corporate world. In additional, 2400 postgraduates and 75 PhDs have been provided by DCE faculty during the past years.

Courses Offered

Delhi Technological University provides Bachelor of Technology Degree in Electronics and Communication Engineering, Computer Engineering, Mechanical Engineering, Electrical Engineering, Production & Industrial Engineering, Civil Engineering, Environment Engineering, Polymer Science & Technology, Information Technology, Bio-Technology, Software Engineering, Electrical & Electronics Engineering, Automobile Engineering, Engineering Physics, Mathematics and Computing (MC).

Programme	No. of Courses	In take in 2014	Approx. students currently in DTU
UG	15	1800	8000
PG	22	125	450
MBA	1	75	150
PhD (Full-Time and Teaching-cum-Research Fellowship)			

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Examination System:

Semester system is being following with odd semester and even semester; each has MID semester Exams and END Semester Exams.

2. SCOPE OF WORK

Objective: The objective of present work is to computerize the enrollment/registration Fees Examination/ Result processing of UG/ PG/ PhD students enrolled in the University.

Initially backend processing of above mentioned activities is to be computerized with a scope of expansion the same w.r.t. user interface and web enablement.

DTU wishes to automate the entire student lifecycle from the above perspectives. The lifecycle would include the process

Phases	Requirement
Phase-I	Scheme of Examination
	Coding/ Decoding of Secrecy No.
	Preparation of Results – Moderation/ Notification
	Calculation of SPI, CPI, SGPA, GPA etc.
	Revaluation/ Rechecking & Unfair –mean cases
	Printing of Mark Sheets for each semester/ Consolidated
	Conducting Examination
	Award of Degree
	Data Security & Data Archiving for future of student
	Registration of students for UG/ PG/ PhD programme and courses
	Capturing Enrollments of Students
	Issuance of Admit Card after validating
Phase- II	Appointment of Examiners
	Setting-up Question Papers
	O&UM for each module is to be provided at the time of installation
Phase- III	Capturing Students Attendance
	Web enabled and compatible online system

Vendor will provide onsite technical experts for training of DTU personnel and rectification of problems till the completion of one cycle (Batch) i.e one year

Initial Data entry for students of one year will be done by the Vendor

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3. Guiding Principles

DTU being an institution which has created and adopted best practices across its organizational operations, it expects all its partners also to follow the same. In view of this, DTU has framed the following guiding principles to be adhered by interested participants. The best practices may be more than what are specified below:

- ❖ The proposed solution should be an integrated, Scalable, Modular and Highly Available.
- ❖ The proposed solution must be based on SOA principles and must adhere to a SOA based integration model across various applications of the IT portfolio.
- ❖ The proposed solution must implement a multi-level security across various tiers and software layers of the IT platform.
- ❖ Best practices from the industry must be implemented across the tiers and layers of the proposed solution and across various phases of the software development life cycle.

3.1 Software Support and Maintenance Practices

Software support and maintenance for a period of five years post go-live of the software platform is mandatory and part of the scope of work of the proposed program. The selected bidder must ensure that the technology / platform of the proposed software (application and system included) be of the latest version as published by the OEM (where applicable) and made available at no extra cost to the institute.

3.2 Software Licensing

The institute would require various software licenses (OEM or otherwise) to be made available for use enterprise wide and not be restricted to the number of users, devices or membership. The institute would prefer a CPU/core based licensing that it could use to scale further while not being constrained with the number of users or devices.

3.3 Setup and Commissioning

Installation, Setup and Commissioning of the system to host the software servers along with the portfolio applications will be part of the scope of work. Ensure that all non-functional requirements are catered to and will be part of the design and the proposed solution. The server infrastructure and connectivity requirements along with the data center details will be provided by DTU to the selected bidder for configuration.

3.4 Documentation

Providing all design, documents, user and operational manual.

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4. Eligibility Criteria/Prequalification

The bidder must possess the requisite experience, strength and capabilities for providing the services necessary to meet the requirements, as described in the EOI document. The bidder must also possess the technical know-how and the financial wherewithal that would be required to successfully provide the IT applications, systems and support services sought by DTU. The bids must be complete in all respect and should cover the entire scope of work as stipulated in the EOI document. The invitation to bid is open to all bidders who qualify the eligibility criteria as given below. Eligibility criteria are mandatory and any deviation in the same will attract bid disqualification.

S.No.	Criteria	Document to be provided
1.	The bidder should be a company registered under the Companies Act, 1956	Certificate of incorporation
2.	The bidder must have successfully implemented at least one similar examination system in University/Govt. institute of repute having at least 5000 student's registration.	Documentary proof from earlier institute/university where the project was completed. List of successfully completed projects indicating cost & customer name. The proof should be applicable to the responder only and not for its sister concern or subsidiary or parent company.
3.	Bidder must have ISO 9001:2000 and ISO 27001 or other such certification	Valid Copy of Certificate
4.	The bidder or each member in case of a consortium should have positive net worth and an annual turnover of more than INR 10 Crore or above for the last three Financial Years.	Practicing Chartered Accountant Certificate for Net worth and Copy of the audited balance sheet of the company for last 03 years.
5.	The Bidder should not be under a Declaration of Ineligibility or black listed with any of the Government/ Public sector unit Agencies	Self-Declaration from Authorized Signatory of the Bidder
6.	The responder shall be the single point of contact for DTU and shall be solely responsible for the all warranties, upgrades and guarantees etc. Offered by the OEM etc. An undertaking to this effect should	Self-certification
7.	Having minimum manpower strength of 50	List of employees
8.	Having at least 06 years' experience of handling big project of software development & implementation	
9.	Having Set-up/ Office in Delhi	
10.	Able to provide total integration & solution	Self-certification
11.	Agreeable to sign SLA documents	

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5. EOI Submission

The bidder must submit a Demand Draft (DD) for the value of INR 1500/- (Rupees One Thousand Five Hundred Only) along with the EOL Response. The DD should be in favor of "Registrar, Delhi Technological University" payable at Delhi / New Delhi. This is a non-refundable amount.

6. Bid Evaluation process

All responses including the proposed solution(s) received by DTU shall be evaluated by an evaluation committee duly constituted by DTU, on the basis of eligibility criteria mentioned in this document. The responders may be called to present the solution date, time and venue to be communicated to them at least seven days in advance. Only the eligible bidders will be informed of their selection. The RFP will be issued only to eligible bidders.

DTU shall be at liberty to reject any response received from any company or consortium for the Expression of interest in reply of notice inviting Expression of Interest dated 20/04/2015.

OIC (S&P),
DTU

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system at DTU.

7. Annexure

7.1. Annexure A- Checklist for response submission

The following check-list must be filled in and submitted with the response

Description	Response	If yes, mention page no.
Have you provided the EOI Response containing the details mentioned in the document?	Yes/No	
Have you provided the documentation proof of being a ISO 27001 certified organization?	Yes/No	
Have you submitted the undertaking pertaining to the single point of contact?	Yes/No	
Have you attached documents pertaining to similar experience?	Yes/No	
Have you attached the documents pertaining to 6 years of company's incorporation?	Yes/No	
Have you attached audited balance sheets for last three years	Yes/No	
1. Have you submitted the DD for INR 1,500/- in favor of Registrar, DTU toward EOI submission?	Yes/No	

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7.2. EOI response form

To be submitted with EOI response

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

S. No.	Description	Details (To be filled in by the responder to the EOI)
1.	Name of the Company	
2.	Official address	
3.	Phone No. and Fax No.	
4.	Corporate Headquarters Address	
5.	Phone No. and Fax No.	
6.	E-Mail address of contact person	
7.	Web Site Address	
8.	Details of Company's Registration (Please enclose attested copies)	
9.	Name of Registration Authority	
10.	Registration Number and Year of Registration	
11.	Product/ Service For which Registered with validity period	
12.	CST/ LST/ VAT registration No.	
13.	Service Tax Registration No.	
14.	Permanent Account Number (PAN)	
15.	Whether the company complies with the Requirement under the Contract Labour (Regulation and Abolition) Act	
16.	Name of Bankers along with Branch (as appearing in MICR Cheque) & Account	
17.	Name of the Authorized Signatory, who is authorized to respond to the EOI	
18.	Others documents provided	

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7.3 Annexure B

The following notes offer guidance to proposing responder in the form of a model outline for their response document. All the headings indicated below must be addressed in the sequence shown, providing as much relevant detail as possible. (Conformance to this outline will assist the subsequent evaluation and selection activities, and any variations should be documented).

Additional headings and information may be provided by the proposing responder where they are required to include additional details or explanations.

Description of the proposing responder:

- I. Specifically include legal status, ownership, and the name of the person within the company who is responsible for this project.
- II. The proposing responder's general understanding of the project requirements and the proposed total solution.
- III. The main features of the proposed solution and any areas of financial, operational, development risks that are perceived.
- IV. Upgrade and technology refresh strategy for the proposed software platform.
- V. Describe the strategy suggested for future upgrade of the supplied equipment and / or products and any impact this strategy may have on operation etc.
- VI. Scope of work compliance as per the document.

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7.4. Annexure C

UNDERTAKING

(To be submitted by the responder on the responder's letter head)

I/We hereby undertake that I/We have studied and understood the Expression of Interest document completely.

I/We hereby undertake that I/We understand that the Section Scope of Work and Requirement of this Eol is indicative only and not exhaustive in any manner and that the final scope of work and technical specification will be decided by DTU at their discretion.

I/We hereby undertake that I/We understand that the DTU reserves the right to finalize the scope of work and requirements at its discretion, which may be based on my/or proposed solution and/or any other responder's proposed solution and/or as decided by the DTU. I/We hereby declare that I/We shall not be having any claim and/or right for the said usage. I/We hereby undertake to provide the requisite OEM authorization as and when required and/or asked for by DTU, as per the solution and/or requirements, as decided by DTU at their discretion.

I/We hereby undertake that I/We hereby undertake that I/We understand that the DTU reserves the right to float a separate tender for the scope of work and requirements as mentioned above of this Eol irrespective of the outcome of this Eol. I/We understand that in such a case I/We shall bid separately for that tender and in no case our response to this Eol shall be deemed as a bid for the said tender.

I/We hereby undertake that the DTU reserves the right to short list responder(s) for further tendering of this Eol and in case of my/our response being rejected I/We shall have no claim of any short in the further tendering process. Further DTU shall be at liberty to allow any company to respond in the tender process at the stage for "Request for Proposal" irrespective of the fact that the company allowed has participated in the Eol or not and I/We shall have no claim of any sort on such process.

I/We hereby undertake that we shall comply with the scope of work and requirements and there are no deviations of any manner in this regard from my/our side.

I/We hereby undertake that in case my/our response to this Eol is short listed I/We agree to bid for the further tender as and when asked for by DTU based on the terms and conditions and technical specifications and scope of work as finalized and decided by the DTU at their discretion.

I/We undertake to be the single point of contact for DTU and shall be solely responsible for all warranties, upgrades, and guarantees etc. offered by the OEM, and system integration and facilities management and for the entire scope of work and requirements as per the service levels defined in the subsequent tender document.

I/ We here by affirm that our response is valid for a period of 180 days from the date of Eol submission.

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