𝔐ankar College

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NAAC Accredited at 'B+'

Ref. No: 03 /2018-19   Date: 17/04/2018

Tender Notice for Online Admission Software 2018-2019

Sealed Tenders are invited from bonafide organizations/Companies/Agencies/Firms for **conducting on line Admission (Software System)** for the under Graduate Courses of 2018-2019 session of Mankar College. Interested concerns may submit their tenders to the office of the undersigned on all working days on or before 27/04/2018. The specification/ scope of work (Phase Wise) are as follows:

PHASE I – Online Admission Form generation and submission(Registration)

1. The online admission form should contain all details required for admission and university registration.
2. A student should be able to apply for as many courses as the college authority determines from time to time.
3. The system should check the availability and eligibility criteria for a course at run time and allow legitimate applications only where the course is available and eligibility criteria has been met.
4. The system should seamlessly integrate with the bank portal for online payment and validation of payments of application fees and/or other payments and purposes.
5. A student should be able to take print out of submitted form and the application fee payment *challan* any number of times.
6. The online admission system should be able to generate updated registration details at any point of time during the registration process.
7. Payment can also be made by offline mode through system generated *challan*.

PHASE II – Payment Status

1. The student should be able to check their payment status within a stipulated time by logging into the system and/or by SMS alert.
2. A payment status list must be generated.

PHASE III – Merit List Preparation and publication

1. The merit list will be prepared based on the criteria and course specific merit ranking formulae specified by the college without violating the University Norms.
2. Separate subject-wise/ stream-wise Merit lists for different categories (Unreserved, SC, ST, OBC-A, OBC-B, PH etc.) to be prepared
3. The Merit Lists must be published on any particular date and time, as specified by the College.
4. All Merit lists to be provided as excel sheets or in appropriate format specified by the college in addition to online display.

PHASE IV – Online Counseling

1. The counseling portal should automatically display the courses that a candidate has applied for and allow setting of preference against each course.

   This module should also seamlessly integrate with the bank portal for online payment and validation of payments of admission fees and/or other payments and purposes.

2. Separate Allotment lists for different categories (General, SC, ST, OBC-A, OBC-B, PH etc.) to be prepared.

3. The Allotment Lists must be published on any particular date and time, as specified by the College.

4. All Allotment lists to be provided as excel sheets or in appropriate format specified by the college in addition to online display.

5. Data should be made available for refund of admission amount difference (if any) to the candidates in case of transfer from one discipline to another.

6. From 4th merit list onwards verification will be done first and thereafter verified candidates will make payment to the bank. The system should be able to make proper adjustment to fit the differences in the module from 4th merit list onwards.

PHASE V – University Registration

1. The University registration form (in the format specified by the university) should be generated using admission data and made accessible to admitted candidates.

2. Additional data (like photograph, signature, etc.) if required should be sought through a separate portal.

3. Soft copies must be provided to college in appropriate format as specified by the University.

Note:

- The Company/ Agency/ Firm has to carry out the entire Installation Process etc including domain and hosting on their own.
- Design, Development and Installation time should be mentioned clearly
- The online admission website should be up and running for 24×7 and adequate bandwidth should be provided
- The online portals should be compatible with all popular browsers like Firefox/ Google Chrome/ Internet Explorer/ Opera etc
- The College should have an access to the submitted form details (form no, selection of course, student name, challan no) in xls/ cvs/ txt/ pdf format at all stages of the admission process.
- The vendor must provide a backup of all the data submitted by the students (eligible and non-eligible, enlisted and non-enlisted) at the end of the session as well as during the process in xls/ cvs/ txt format
- PAN, VAT, Income-Tax documents of the Company/ Agency/ Firm are required at the time of submitting tender.

   The college authority reserves the right to accept or reject any tender without assigning any specific reason.

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Sd/-
Principal, Mankar College