



To

Enquiry No. : 1007

Date : 4.11.2025

Subject : Inviting Quotation for “Development & Implementation Research & Ph. D. Management Portal”.

Dear Sir,

The research & Ph. D. department of the Yashwantrao Chavan Maharashtra Open University Located at Nashik, manages and process all the working related to the Ph.D. Student right from then preadmission to the post admission till the result. Now the department intends to automize this process and provide the central portal for the same. currently the student volume is at the normal level so instead of the very detailed and indepth functionality the university intends to implement the minimum required functionalities for the same. but also wanted to introduce all the process on the portal.

The University has finance ERP (UniSuite) in place and operational and the said Ph.D. portal need to be integrated with this ERP for the fees collection and the ledger exchange along with all the transactional related needs, hence the Bidder Should Be Either the ‘Original Software Developer’ of Finance Software Implemented in University OR Should be an ‘Authorised Partner’ for Finance Software Implemented in University.

The University invites quotation for “Development & Implementation Research & Ph. D. Management Portal” from the qualified bidder as per “Annexure I” to build and deliver the system as specified in “Annexure III”.

- (01) The Supplier shall submit the quotation on their letterhead (as per Annexure III)
- (02) The supplier shall submit bid in total three envelopes, two smaller envelope for “Technical Proposal (Annexure I, II & III)” & “Commercial Proposal (Annexure IV) inside the large sealed envelope.
- (03) Only bidders who qualify the minimum qualification criteria as per terms & condition and “Annexure I” will be eligible to participate any deficiency, lack, shortage will result in discontinuation.
- (04) Please send your sealed quotation to the "Dy. Registrar, Purchase Section, Yashwantrao Chavan Maharashtra Open University, Dnyangangotry, Near Gangapur Dam, Nashik 422222".
- (05) **The final Date for receiving quotation is 04 Nov.2025.**
- (06) The quotation should be valid for 60 days from the date of enquiry.
- (07) Please write on sealed envelope in bold letter ‘Enquiry No. 1007, date: 17 Nov.2025 & quotation for “Development & Implementation Research & Ph. D. Management Portal”.
- (08) The supplier should necessarily follow the above instructions otherwise quotation will not be considered for further process.
- (09) Your GST registration number must be shown in your invoice.
- (10) **Fax/Telegraphic/e-mail quotation will not be accepted.**
- (11) Earnest Money Deposit :

- a. Link "<https://ycmou.unisuite.in/QuickPay/teem370>" shall be use to pay the Earnest Money Deposit and once paid the copy of receipt need to be attached with the technical bid and reference need to be mention in Annexure I.
 - b. Earnest Money of Rs. **10,000/-** shall be paid via online using the above given link only and after opening the commercial bid the EMD of the unsuccessful bidder will be returned to the account provided on the receipt while making the payment.
 - c. Earnest Money in the form of cheques or any other form except above will not be accepted.
- (12) Security Deposit:
- a. After acceptance of tender the successful bidder's EMD amount may be converted into Security Deposit. The amount deducted as a Security Deposit will be retained by the university till the period of contract. No interest shall be payable on this deposit.
- (13) Terms & Conditions : attached separately
- (14) Annexures : Attached separately

Terms and Conditions

1. **Bidders Qualification Criteria** : only bidder who qualify minimum qualification criteria will be eligible to participate.

Sr No	Criteria	Supporting Documents
1.	The Company should be registered company and should have been in existence for at least 3 years as on 31st December 2024	1. Copy of Company registration certificate issued by the ROC or Other Competent Authority or Shop Act or GST Certificate. 2. Copy of Company PAN Card
2	The bidder should provide GST Returns for the Period of 1st July 2025 to 30 th Sep 2025	1. GST Certificate 2. Copy of GST Returns for the Mentioned Period
3	The Bidder should have an "average Annual Turnover of more than Rs. 50 lakh in the Financial years 22-23, 23-24 & 24-25	1. Balance Sheet and Profit & Loss Statement for FY 22-23, 23-24 & 24-25. 2. Income Tax Returns filed for the financial year FY 22-23, 23-24 & 24-25.
4	The bidder should have worked with Universities/Boards/Institute of Repute in Maharashtra in the last three years put together The Bidder Should preferably have experience of at least 1 State University in Maharashtra	1. Client list with contact Details in prescribed Format of Annexure-II 2. Declaration for experience in Supporting & Managing University Finance Management Software in State University in Maharashtra
5	The Bidder Should Be Either the 'Original Software Developer' of Finance Software Implemented in University OR Should be an 'Authorised Partner' for Finance Software Implemented in University.	a. For OSD (Original Software Developer) - Declaration about the OSD b. For Authorised Partner - Letter of Authorisation for sales & support from the OSD of Finance Software Implemented in YCMOU Nashi.

2. Solution Criteria

a. General Scope of Work

The Yashwantrao Chavan Maharashtra Open University has always strived to make the best use of technology to offer best in class services to all the stakeholders including students, study centres, regional centres, faculties and other staff members. The University has been recognized for its initiatives towards technological advancements and has a vision to becoming a Digital University. Keeping in view the Vision of the University, the Finance Department has already implemented the best-in-class University Finance Management Software which is live and operational in the University. The University Management Software “UniSuite” has been used extensively to channelize all crucial services of the University Finance including Receipts, Payments, Salary, Accounting, Audit etc. The University has a larger vision for the digitization and technology upgradation of the overall Finance Management of the University. This vision is called the project वित्त-वाहिनी

Further to this The University now aims to automate its research & Ph.D. wing with the minimum but fully functional online portal right from the pre-admission till the result and allotment.

- b. **Preadmission Process** : the portal needs to accommodate the functionality for Subject wise allocation of the supervisor & co-supervisor as per the research scholar. The same as to be as per the UGC guidelines including the JRF + Interviews, Assistant Professor NET (70% + 30% Interview), NET Candidate (70% Marks in the NET +30% Interview)
- c. **PET Examination** : the system needs to be able to accommodate the PET examination marks and results and if possible the portal may conduct the Computer based multiple choice exam with common and subject wise Question Bank provided by the university.
- d. **Admission Process** : The system need to be able to provide the advertisement for the examination on its home page including all the process to be flowed for the admission. Also the facility for the document upload as per the requirement and the verification of the same.
- e. **Admission Schedule** : The system need to provide the admission schedule on along with the interview schedule and the admission list. The system also have to provide the fees and registration process over the portal
- f. **Coursework Activity** : the system needs to have the facility to provide the subject course timetable and the activity records. Also the result declaration.
- g. **DRC & URC member finalization** : subject wise topic approval and the DRC and URC finalization and marking on the portal.
- h. **Thesis and Abstract Submission and Evaluation** : the portal needs to accept the thesis fees and the same information need to be available on the system along with the external reference from research supervisor and the DRC meeting finalization of examiner. Also the viva voce notifications as well.

- i. **Integrated with the Finance ERP (UniSuite) :** this system has to be tightly integrated with the existing finance ERP. It also need to share the centralize login and ERP controlled approval hierarchy as well.
3. **IT infrastructure and services requirement:** The university shall provide the following facilities and approvals to the Bidder on time to develop and install the said project flawlessly:
 - a. The bidder should develop and provide the Software for the Said Project which must integrate with the University Finance Management Software at the university to ensure proper accounting.
 - b. The Bidder will have to clearly define the required IT Infrastructure if required any.
 - c. The bidder will have to deploy the system over the internet server.
 - d. Officials and support staff to manage the transactional & accounting part of the project.
 - e. All activities related to the project broadly under the aegis of University Administration shall be undertaken by the Finance Officer while the activities under the broader aegis of technology Administration of the project will be undertaken by the BIDDER by deploying required online software platform and support services.
4. **Duration:**
 - a. University Intend to do the contract of 5 Years but the “First Year” cost mentions by the bidder as per the price schedule “Annexure IV” will be considered for the evaluation although the bidder will have to provide the next year onward annual cost in the proportion of the first year cost.
 - b. The initial duration of the contract shall be for a period of 5 years. On completion of the 5-years term, the contract may be further renewed for Annual Maintenance Contract after mutual discussions and consideration of any special terms that may be added, amended or existing terms that may be deleted. The 5 Year Term shall be considered from the date of Installation of the Branch Servers at Each Location.
5. **Financing model of the project :**
 - a. The “Research & Ph. D. Management Portal” application software and related system utility tools shall be installed by the BIDDER as deemed and appropriate to deliver the “scope of services” as defined in Annexure III.
 - b. The contract will be signed for 5 years starting from the date of Installation.
 - c. The payment for “The Research & Ph. D. Management Portal” software shall be made as per following stages;
 - i. 50% on installation of the application software after submission of installation details along with the tax invoice
 - ii. 40% on Go-Live & User training.
 - iii. 10 after 6 month of the successful Go Live.
 - d. **Annual Maintenance for Software Application:** After completion of 1 year from the date of installation. The Annual Maintenance Contract will be applicable. The successful bidder will charge Annual Maintenance Charges and the platform server charges for the next 4 Years. The payment for the Annual maintenance shall be payable on Monthly Basis after completion of every Month.
6. **Project deliverables :** The successful bidder need to deliver the software as per the general specifications & Annexure III mentioned in this document.
7. **Timeline for Execution :** the bidder will have the total time of 6 months to deliver the project form the date of order. Any kind of time extension need to be communicated on the prior basis.
8. **Training & Support :** The successful bidder shall provide the training after the installation of the project to all the concerned university users.

9. **Signing of Agreement :** The University and the successful bidder will sign the Service Level Agreement (SLA) incorporating all the term and conditions agreed between the two parties. This will be completed within 30 das of issue of the work order.

10. Intellectual Property Right (IPR) :

- a. Any IPR developed, deployed or tested by the Bidder or its affiliates during the course of this project will vest absolutely with the Bidder. The University shall acknowledge and agree to vest the IPR with the Bidder after expiry of the project tenure. This includes source code, process documents, flow charts, project management templates and other resources developed by the Bidder and / or their agents, associates and principal parties involved in the project.
- b. No data of any sort including the University data, shall be used and / or extracted by the Bidder for any use whatsoever apart from for the purpose of testing and installation without prior approval from the University.
- c. Information Security and Data Privacy : The bidder shall have to maintain strict privacy and confidentiality of all the data it gets access to.

11. Indemnity

- a. The University shall indemnify and hold Bidder harmless against any and all liabilities, losses, damages, judgments, claims, causes of action, and costs (including attorneys' fees and disbursements). The Bidder will be indemnified by the University for any and all issues raised by their Finance Department staff.
- b. The Bidder shall indemnify and hold the University harmless against any and all liabilities, losses, damages, judgments, claims, causes of action and costs (including attorney's fees and disbursements) The University will be indemnified by the Bidder for any and all issues raised by their Bidder staff.

12. Bid Evaluation

- a. Technical Bid Evaluation : technical evaluation will be done on the basis of Annexure I, II & III.
- b. Commercial Evaluation : Only "First Year" cost mentions by the bidder as per the price schedule "Annexure IV" will be considered for the evaluation.
- c. The Technical qualified and commercially lowest bidder will be considered as the successful bidder

13. Award Criteria : The University reserve the right to decide award or discard the contact. University may seek written confirmation from the second-ranked bidder to match the commercial bid of the original winning bidder or justify the bid. If the second ranked bidder agrees in writing and the finds it correct then University shall award the contract to this second-ranked bidder.

Annexure I,II,III & IV attached with this document...


(Deputy Registrar)
Finance Division

Technical Bid

Annexure I

Qualification Criteria

To be submitted on the letterhead (place) (Date)

The Registrar,

YASHWANTRAO CHAVAN MAHARASHTRA OPEN UNIVERSITY,

Dnyangangotri, Near Gangapur Dam, Nashik – 422 222

Subject: Compliance Statement for Bidder's Qualification Criteria

Dear Sir,

Enclosed please find herewith the compliance statement along with the supporting documents for the Bidder's Qualification Criteria;

Sr No	Criteria	Supporting Documents
1.	The Company should be registered company and should have been in existence for at least 3 years as on 31st December 2024	
2	The bidder should provide GST Returns for the Period of 1st July 2025 to 30 th Sep 2025	
3	The Bidder should have an "average Annual Turnover of more than Rs. 50 lakh in the Financial years 22-23, 23-24 & 24-25	
4	The bidder should have worked with Universities/Boards/Institute of Repute in Maharashtra in the last three years put together The Bidder Should preferably have experience of at least 1 State University in Maharashtra	
5	The Bidder Should Be Either the 'Original Software Developer' of Finance Software Implemented in University OR Should be an 'Authorised Partner' for Finance Software Implemented in University.	

Dated this ____ day of ____202__

Yours sincerely,

On behalf of []

Authorized Signature [In full and initials]:

Name and Title of Signatory:

Name of Firm:

Address:

Seal/Stamp

Technical Bid

Annexure II

Customer base in India/Maharashtra

To be submitted on the letterhead (place) (Date)

The Registrar,

YASHWANTRAO CHAVAN MAHARASHTRA OPEN UNIVERSITY,

Dnyangangotri, Near Gangapur Dam, Nashik – 422 222

Dear Sir,

We would like to provide the following information on our customer base in India for the last five years.

Sr. No	Name of Client & Details **	Year of Implementation	Solution Description
1	Name of the university/ school education board.		
2	Provide complete address and contact details such		
3	as phone no, email id etc		
4			

** Attach relevant certificates

Dated this ____ day of ____202__

Yours sincerely,

On behalf of []

Authorized Signature [In full and initials]:

Name and Title of Signatory:

Name of Firm:

Address:

Seal/Stamp

Technical Bid

Annexure III

Technical Specifications

To be submitted on the letterhead (place) (Date)

The Registrar,

YASHWANTRAO CHAVAN MAHARASHTRA OPEN UNIVERSITY,

Dnyangangotri, Near Gangapur Dam, Nashik – 422 222

Subject: Technical Specification compliance for “Development & Implementation Research & Ph. D. Management Portal”

Requirement Specification Compliance:

NOTE : In case of any clarification bidder may contact department.

Sr No	Features & Technical Specification	Compliance	Remark (if any)
1	Preadmission Process		
1.1	Subject wise allocation of Supervisor& Co- Supervisor Number Open & Reservation Research Scholar		
1.2	UGC Guidelines March 2024 for three Category's - JRF + Interviews - Assistant Professor NET (70% + 30% Interview) - NET Candidate (70% marks in NET +30% Interview) - PET exam		
1.3	PET Examination - Computer based Multiple Choice Exam. - Common and subject wise Question Bank Development (Research Methodology + Core Subject) - Software development for PET		
2	Admission Process		
2.1	Advertisement		
2.2	Discipline wise Admission Process		
2.3	Document uploading (Graduation, Post-Graduation Mark sheet, Social Reservation, NET Qualification category certificate and Other Required Documents)		
	Admission Schedule		
2.4	Certificate Interview Schedule		

2.5	Interview Marks Upload		
2.6	Admission List declared		
2.7	Admission Process (Fees & Registration)		
3	Coursework Activity		
3.1	Common Course, Subject Specific Course Timetable – Counselling		
3.2	Course Work Activity Record		
3.3	Course work End Exam		
3.4	Result Declaration		
4	DRC & URC member finalization (In house & outside)		
4.1	Subject wise topic approval presentation – DRC		
4.2	Six Months work presentation		
5	Thesis and Abstract Submission and Evaluation		
5.1	Paid fees information		
5.2	External Reference from Research Supervisor.		
5.3	DRC Meeting – Finalization of examiner		
5.4	Abstract examiner approval online thesis evaluation		
5.5	Viva voce		
5.6	Notification		
6	Change of Research Supervisor		
7	Integration with Finance ERP The system has to be tightly integrated with the finance ERP and has to perform as follows.		
7.1	Login and Access Control <i>the login and access control need to be configurable from the finance erp only and the system should access and use the same.</i>		
7.2	Master sharing – Ledgers, Employee etc. <i>the proposed system should be able to access and use the basic masters like programs, or party ledgers or study centres etc from finance ERP only.</i>		
7.3	Integration with Finance Portal for collection <i>the system needs to be integrated with the finance portal for the fees collection and the receipt needs to be issued from the finance erp itself.</i>		

Dated this ____ day of ____ 202__

Yours sincerely,

On behalf of []

Authorized Signature [In full and initials]:

Name and Title of Signatory:

Name of Firm:

Address:

Seal/Stamp

Commercial Bid

Annexure IV

Price Schedule

To be submitted on the letterhead (place) (Date)

The Registrar,

YASHWANTRAO CHAVAN MAHARASHTRA OPEN UNIVERSITY,

Dnyangangotri, Near Gangapur Dam, Nashik – 422 222

Subject: Commercial quote for “Development & Implementation Research & Ph. D. Management Portal”

All Prices must be mentioned excluding the Goods & Service Tax (GST)

1. The Research & Ph. D. Management Portal System's First Year & One Time Cost.

Sr No	Description	Price (INR)
1	One Time Cost of including Development & Implementation Including the cost of installation, user training & 1 year remote support.	
2	Application Running & platform charges including server and other for the first year.	
Total Cost including one time and 1 st year running cost :		

2. Annual Maintenance Charges and platform running charges Second year onwards for next 4 years

Sr No	Description	Price (INR)
1	Annual Maintenance charges for the software application. applicable after 1 year from the date of installation of the software application .	
2	Annual Application Running & platform charges including server and other. Applicable After 1 year from the date of installation of the software application.	

Dated this ____ day of ____202__

Yours sincerely,

On behalf of []

Authorized Signature [In full and initials]:

Name and Title of Signatory:

Name of Firm:

Address:

Seal/Stamp