



INDIAN INSTITUTE OF MANAGEMENT, LUCKNOW  
Prabandh Nagar, IIM Road, Lucknow – 226 013 (India)  
Website: [www.iiml.ac.in](http://www.iiml.ac.in)

**REQUEST FOR QUOTATION: Placement Automation**  
**RFQ No. IIML/PUR/PLACEMENT/29/2019** **dated 16/08/2019**  
**[Scheduling (Placement Day)]**

1. Indian Institute of Management, Lucknow, an autonomous body, setup by the Ministry of Human Resources Development, Government of India invites quotations in prescribed templates from reputed vendors/firms with the specified specifications in prescribed Performa for software development work of Placement Office, IIM Lucknow.
2. Institute invites the quotations in two bid system (Technical and Financial) **for software development work of Placement Office, IIM Lucknow.**
3. Tenderer who has downloaded the tender from the Institute Website: <http://www.iiml.ac.in> shall not tamper/modify the tender form in any manner. In case if the same is found to be tampered/modified in any manner, tender will be completely rejected and EMD would be forfeited.
4. The details of terms and conditions are given (Technical Part and Financial Part). The bidder has to fill technical bid (Brief profile).
5. Pre Bid Meeting is scheduled on 22<sup>nd</sup> August 2019 at 11:00 AM. Prospective bidders are requested to attend the pre bid meeting for any clarification.
6. All filled bids are to be submitted to IIM Lucknow Campus by or before 05:00 PM on **30 August 2019** on the below mentioned address :

**Officer on Special Duty**  
**Indian Institute of Management Lucknow,**  
**Prabandh Nagar, IIM Road, Lucknow, Uttar Pradesh (India)**

7. Earnest Money Deposit of Rs.5,000/- (Rupees Five thousand only) in the form of Demand Draft in favour of “Indian Institute of Management Lucknow” from any Bank payable at Lucknow. The original hard copy of original instrument (EMD) along with Bid (Technical and Financial bid) should reach to the address mentioned above so as to reach latest by 05:00 PM on the last date of submission of tender.
8. Only those bidders, whose technical bids are complete in all respects, will be considered for evaluation. Financial Bids of only those bidders will be opened whose technical bids qualify as per evaluation criteria prescribed by the IIM Lucknow.

**Introduction (Definitions)**

- a) The “IIM Lucknow means Indian Institute of Management Lucknow.
- b) “Bidder” means the individual or agency who participates in this tender and submits its bid. Work Order means the order placed after issue of letter of intent by the IIML to the agency signed.

- c) The Contract Price means consideration payable to the agency under the work order for the full and proper performance of its contractual obligations.

### **Validity Period of Bid**

Bid shall remain valid for 40 days (Forty Days) after the date of bid opening. The bid valid for a shorter period shall be rejected by the IIM Lucknow as non-responsive. In exceptional circumstances, the IIM Lucknow may request the consent of the bidder for an extension to the period of bid validity. A bidder accepting the request and granting extension will not be permitted to modify his bid.

## **SCOPE OF WORK AND TERMS AND CONDITIONS**

### **(A) Scope of Work for Placement Day Automation Software**

To develop a placement software for the Placement day (scheduling) as per the requirement mentioned at **Para – E - PROCESS REQUIREMENT**.

### **(B) Eligibility**

1. Competency of Core Team members (Directors/Founders) in handling campus placement activities at any top educational institution.
2. Prior experience of working with top 10 Management Institutes rated by NIRF - 2019.
3. In business for at least 2 years dedicated to student placements related work.
4. Bidders must be either proprietary business or partnership firms, or registered companies or any other legal entities also having good experience in software developing work are eligible to compete in their own names in the bid and accordingly a contract will be executed with such bidder by IIML.
5. Refer Page No.16 for technical bid evaluation and scoring pattern.

### **(C) Evaluation:**

#### **(1) Technical Bid Evaluation process:**

- (i) The bidder has to score passing marks on all the four segments which will accumulate minimum passing marks of 70 in technical evaluation in order to be technically qualified. The evaluation will be made as per the parameters specified in the Technical Bid.
- ii) The financial bid would be opened only those bidders who have scored minimum 70 marks in the technical evaluation out of 100.
- iii) The technical bid as a whole would carry 70% weightage in the overall bid evaluation.

#### **(2) Financial Bid Evaluation Process:**

(i) The financial evaluation shall be carried out and financial bids of all the bidders shall be given 30% weightage. This means that the technical bid as a whole will have 70% weightage. This further means that marks received in technical bid out of 100 will be multiplied by 0.7 while arriving the final figure.

(ii) The valid Bidder (fulfilling criteria in 2 (i) above with the lowest price shall be assigned value of 30 ( i.e., 30% x100).

(iii) If the bidder having lowest price has of Rs.10,000/- then financial value of the other bidders shall be computed as under:

$$(30 \times \text{Lowest Bid Price} / \text{Quoted bid price})$$

(iv) The value of Financial bid shall be as given in Illustration - 1 below:-

**Illustration-1:** If the bidder has quoted 12500/- as its price bid then its financial value is  $30 \times 10000 / 12500 = 24$

### **(3) Final valuation and ranking:**

i. The total value of bidder for ranking shall be as given in Illustration-2 below:-

**Illustration – 2:** If the bidder in Illustration 1 whose technical evaluation marks is 35 then its total marks will be  $35 + 24 = 59$ .

ii. The Bidders' ranking shall be arranged depending on the values obtained by each of the bidder both in Technical Evaluation and Financial Evaluation.

iii. The bidder with highest value (Technical plus Financial evaluation) shall be deemed as the L-1 Bidder for award of contract.

iv. In case of two or more bidders having same scores, in that case highest financial turnover (average) during last three year will be finalized and shall be awarded the contract.

### **(4) Disclaimer Clause :**

i. IIM Lucknow has the discretion and right at any stage to cancel/add or amend the information, terms, procedure and protocol set in the RFP and the bidder has no claims against such right. The Institute has unfettered right hereunder to terminate the arrangements at any time without assigning any reason whatsoever.

ii. **The Technical Bid and the Financial Bid should be put in separate sealed envelopes clearly marked 'Technical Bid' and Financial Bid' respectively. Both the envelopes should be put in a single envelope mentioning the tender tile (on all three envelopes). Failure in submitting the technical bid and financial bid in two separate sealed envelopments will not be considered.**

iii. The Bidder has to sign all the pages of the tender documents

**(D) The software will be used as:**

- a) An interface for Placement Committee
- b) A tool to schedule students to interviews/GDs based on the Shortlist information and Student Preferences.
- c) A tool to track the student during the Placement Process
- d) Bring in greater automation and Transparency in the Scheduling and Tracking of Students
- e) A tool to generate final reports about offers and student movements

**(E) Process Requirements**

**Portability and Accessibility**

The application should be portable and accessible from different devices such as laptops, tablets and mobiles (Operating systems such as Android, Apple iOS, Windows). It should support Chrome browser

**Capacity**

The system should have the ability to handle 500+ logged in users. The design should be scalable to 1000+ logged in users

**Security**

The system should have proper security and data encryption. It should provide access based on login credentials and no unauthorized access to any form of data should be possible.

**Logging**

The system should log all manual activities including in sufficient detail and a structured manner for referring in case of any inconsistencies. There should be provisions to raise alerts in case certain predefined activities are logged. The log should be easily accessible to the handling team as and when required.

**Availability**

The system should be able to recover from temporary losses of connectivity and resume the operations from where it stopped after verification of data integrity.

**Deadline sensitivity**

All schedules set within the software should be sensitive to 1 second and the machine time should be synced with IST periodically.

**Error Handling**

Proper error handling should be implemented and the application should be able to handle and notify about all runtime errors.

**1.1.8 Functional requirements:**

Roles section to be absolutely customizable in terms of providing different access to all of the following types of users:

Role in the System	User (s)	No. of users
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1. Placecom (PC)	Junior Placement Team + Senior Placement Team	20+
2. Captain	Designated individuals from Placement team	2
3. Controls	Controls Team	20+
4. Company Liaison	Volunteer team	50+
5. Control Liaisons	Volunteer team	200+
6. IT	Systems Team	5+
7. Admin	Systems Team	5+
Reports	Placement Chair + team	40+

**All these process should be available for summer and final placement.**

Since placement team workflow is structured such that every user has restricted access to only certain information, we have come up with Functional requirements for the users mentioned in both above modules.

User Role	Module	Feature	Functionality
All users	Login	Login through IIML Credentials	All users are able to login using the IIM Lucknow login credentials in to the system
Company Liaison	Feed Request	Create Feed Request	Company Liaison is able to create Feed Request with the number of students
Company Liaison	Feed Request	Delete Feed Request	Company Liaison is able to delete Feed Request before the Controls process it
Company Liaison	Incoming Students	View Incoming students to a process	Company Liaison is able to see the list of students coming to the process
Company Liaison	Incoming Control Liaisons	View Incoming Control Liaisons to a process	Company Liaison is able to see the list of Control Liaisons coming to the process for picking up students

Company Liaison	Pickups	View List of students coming via Pickups	Company Liaison is able to see the list of students queued for the process being handled by Company Liaison
Company Liaison	In-Process students	Update status of students at a process	Company Liaison is able to mark the student status as “Arrived”, “Interview-In”, “Interview-Out”, “Interview-Complete”
Company Liaison	Outgoing Students	Able to send students to Pool or different process	Company Liaison is able to send the Student to Pool or a different process based on the input from Controls team
Control Liaison	Student Movement	Able to see the list of students on the interface	Control Liaison will be able to see the list of students he/she is moving along with source and destination locations
Placecom	Special Requests	Create/Delete Special Requests	Placecom user is able to create/delete Special Requests to the system
Placecom	Hotlist	Create/Delete Hotlist	Placecom user is able to add Hotlist
Placecom	Offer Check	Confirm/Hold/Deny offer	Placecom user is able to do offer check or create offer in the system
Front Desk	Scheduled Students	Send Scheduled students to Process	Front Desk is able to see the list of all Scheduled students who needs to be sent to Process and schedule them to the process along with Control Liaison
Front Desk	Incoming Students	Receive Students coming from Process	Front Desk is able to the see the list of Student coming back to FD from the Process and mark them “Send to Pool” as they arrive
Front Desk	Students in Pool	View list of students available in Pool	Front Desk is able to see the list of students available in the Student

			Pool
Front Desk	Outgoing Students	Reverse Send action	Front Desk is able to see the list of Outgoing students from the Student Pool to the Process and reverse in case the action is done accidentally
Front Desk	Pickups	Assign Control Liaison to move students from one process to the other	Front Desk is able to see the list of all Pickups scheduled by the Controls room and send Control Liaisons for pick up and drop
Controls	Active Companies	Able to see all the active companies	Controls is able to list of active companies with Process and Accept
Controls	Active Companies	Accept Company	Controls is able to Accept companies that are currently not being processed by any other Controls member
Controls	Active Companies	Renounce Company	Controls is able to Renounce ownership of companies that are accepted before
Controls	Charts	View Students and Companies	Controls is able to view students and companies on the charts with the latest status and times.
Controls	Charts	Plan Students	Controls is able to plan the students on the charts. While planning, the backend should ensure that the planning is done in a non-clashing manner
Controls	Charts	Unset Planning	Controls is able to unset the planning that is done earlier
Controls	Scheduling	View Shortlist	Controls is to see the shortlist for a given process
Controls	Scheduling	Able to see Feed Requests	Controls is able to see the list of

			Feed requests for a given process
Controls	Scheduling	Student information	Controls is able to see student information such as Preference, Load on the student, Current status and other relevant fields for scheduling
Controls	Scheduling	Schedule	Controls is able to schedule a student to a Process. All the information required for scheduled should be available for Controls.
Controls	Scheduling	Pickup	Controls is able to create pickup for a student
Controls	Currently Scheduled Students	Reverse Schedule action	Controls is able to reverse schedule action
Controls	All Scheduled Students	View Scheduled Students	Controls is able to see all scheduled students
Systems	Students	Add/Modify/Delete/Bulk Upload Students	Systems is able to add, view, modify and upload list of students
Systems	Placecom	Add/Modify/Delete/Bulk Upload Placecom members	Systems is able to add, view, modify and upload list of Placecom members
Systems	Company Liaisons	Add/Modify/Delete/Bulk Upload Company Liaisons	Systems is able to add, view, modify and upload list of Company Liaisons
Systems	Control Liaisons	Add/Modify/Delete/Bulk Upload Control Liaisons	Systems is able to add, view, modify and upload list of Control Liaisons
Systems	Users	Add/Modify/Delete/Bulk Upload all other users	Systems is able to add, view, modify and upload list of Users
Systems	Companies	Add/Modify/Delete/Bulk Upload Companies	Systems is able to add, view, modify and upload list of

			Companies
Systems	Job Roles	Add/Modify/Delete/Bulk Upload Job roles	Systems is able to add, view, modify and upload list of Job roles
Systems	Process Lobbies	Add/Modify/Delete/Bulk Upload Process Lobbies	Systems is able to add, view, modify and upload list of Process Lobbies
Systems	Jobs	Add/Modify/Delete/Bulk Upload Jobs	Systems is able to add, view, modify and upload list of Jobs
Systems	Interviews	Add/Modify/Delete/Bulk Upload Interviews	Systems is able to add, view, modify and upload list of Interviews
Systems	Interviews	Upload Shortlist	Systems is able to upload shortlist for a given Interview
Systems	Interviews	Manage Round and Panel Info	Systems is able to add rounds and create/update panels for an Interview
Systems	GDs	Add/Modify/Delete/Bulk Upload GDs	Systems is able to add, view, modify and upload list of GDs
Systems	GDs	Upload Shortlist	Systems is able to upload/clear shortlist for a given GD
Systems	GDs	Manage Round and Panel Info	Systems is able to add rounds and create/update panels and panel times for each Panel
Systems	GDs	Flush Data	Systems is able to flush data at various levels
Systems	Preferences	Upload/Clear Preferences	Systems is able to upload/clear preferences of all students
Controls Captain	Current Student Status	Able to see status of any student along with Control Liaison	Front Desk is able to see “Current Student Status” along with the History of the processes attended.

Controls Captain	Current Interview Status	Able to see status of all Interviews	Front Desk is able to see “Current Interview Status” along with the History containing the students who attended the process before
Controls Captain	Current GD Status	Able to see status of all GDs	Front Desk is able to see “Current GD Status” along with the History containing the students who attended the process before
Controls Captain	Rank Break Requests	Accept/Reject Rank Break Requests	Controls Captain is able to accept or deny Rank requests. Also able to see necessary parameters for the decision to be made
Controls Captain	Schedule Requests	Accept/Reject Schedule Requests	Controls Captain is able to accept or deny Schedule requests.
Controls Captain	Interviews	Start/Stop Process	Controls Captain is able to start/stop an Interview process
Controls Captain	GDs	Start/Stop Process	Controls Captain is able to start/stop a GD process
Reports	-	Process Report	Reports user is able to see and download the report of All Scheduled Students with following times,  <ol style="list-style-type: none"> <li>1. Scheduled time</li> <li>2. Received time</li> <li>3. Entered Time</li> <li>4. Exit time</li> <li>5. Current Status</li> </ol>
Reports	-	Offers Report	Reports user is able to see and <b>download</b> the list of all offers with following information,  Student Name  <ol style="list-style-type: none"> <li>1. Job Title(Company and Role)</li> <li>2. Timestamp</li> </ol>
Reports	-	Process metrics report	Reports user is able to see Company-wise reports, Student

			Waiting times and Company waiting times
Reports	-	Customized Reports	Reports user is able to view/download any other custom reports required by IIM Lucknow
Background Job			System runs background process to take backup of data every 10 mins during the Placement days

**(F) PAYMENT TERMS -**

- 20% after work order released.
- 30% on completion of 50% of task/jobs.
- 50% will be released only after the work is completed and submission of Non-Objection Certificate from the Placement Department alongwith original bill.

**(G) TIME OF COMPLETION**

Time is the essence of this tender. The execution of the tendered software as per the Agreement shall be started implementation at Indian Institute of Management, Lucknow immediately after the purchase order/agreement. The time allowed for executing the software as per the agreement shall be strictly observed by the successful vendor.

**TERMS AND CONDITIONS OF THE CONTRACT**

1. The tenders will be opened at **12.00 Noon** on 31 August, 2019 at IIM Lucknow Campus and presentation will be fixed subject to availability and convenience of both the parties on or before 5<sup>th</sup> September, 2019. The successful bidder would be selected on the basis of technical qualification and lowest quoted (Financial Bid) amount as per the format enclosed. The Offer shall remain valid for a period of 40 days from the last date of submission of tender documents.
2. **TENDER IS LIABLE TO BE IGNORED IF COMPLETE INFORMATION IS NOT PROVIDED AS REQUIRED.** Conditional offer / offers which are not in conformity to the prescribed document will be summarily rejected. **The proposal should be duly signed on every page including annexure.**
3. However, IIM Lucknow reserves the right not to accept the lowest tender or not to assign any reason for rejection of any or all the tenders. IIM Lucknow reserves the right for accepting the whole or any part of the tenders and decision in the matter shall be final and binding.
4. Any failure on the part of the tenderer to observe the prescribed procedure and any attempt to canvass for the work will prejudice his/her tender. Tenders/rates quoted in other than the prescribed proforma are liable to be rejected.
5. The submission of tender will bind the tenderer to acceptance of all conditions specified herein and in addition to the conditions of the contract.

6. The rates should be mentioned in figures as well as in words. (**Erasing / overwriting should be avoided/duly attested by the tenderer.**) Taxes, however, should be indicated separately. In case, nothing is mentioned, it will be assumed that all taxes are included in the rates quoted.
7. The vendor will depute technically qualified executive to coordinate the job with IIM Lucknow team.
8. If the bidder withdraws his bid during the period of bid validity, the EMD shall be forfeited and the firm may be black listed.
9. IIM Lucknow reserves the right to accept or reject any or all the offers either fully or partly without assigning any reasons.
10. Late tenders will not be considered at all.

**Penalty for Non-Compliance: -**

11. Penalty for the late delivery and late implementation than the stipulated date and time would be levied at the rate of half percent per week to be calculated on work order subject to a maximum of 10 percent of the value of work order. In case of delay beyond fifteen days from the stipulated period, IIML may, at its discretion, cancel the order and arrange to procure the same from the next bidder on the panel/open market at the sole risk, cost and responsibility of the vendor.
12. If the vendor fails to complete in full, all delivery and implementation according to the project schedule, IIML reserves the right to recover penalty @1.0% of the values given for the contract value for each complete week or part thereof, for delay upto a maximum of 10% of value of contract price. Thereafter, IIML will have the right to terminate the contract in case of delay beyond 10 weeks and would have the option to execute the project from market at vendor's risk and cost.
13. In case of genuine difficulties beyond the control of the vendor, on request, he may be given extension of the time limit upto a maximum of 10 days in special case.
14. Tenders once submitted will not be allowed to be withdrawn, altered or cancelled in part or in whole.
15. The EMD will be released on receipt of the bill completed with all delivery vouchers and other documents. No interest will be paid on the EMD.
16. If the project/job is returned by the firm unexecuted after accepting the same, earnest money will be forfeited in full and job will be got executed at firm's risk from some other firm. The firm is also liable to be black listed.
17. Execution of job should be of standard quality, neat and accurate according to the specifications where IIM Lucknow is satisfied. If the execution of the job is not upto the standard, suitable deductions will be made or the entire job will be rejected, as the case may be, at the cost of firm risk.

**Conciliation/Arbitration**

18. If any dispute(s) or difference(s) of any kind whatsoever arise between the parties, the parties hereto shall negotiate with a view to its amicable resolution & settlement through a Committee appointed by Director IIM Lucknow.
19. In the event no amicable resolution or settlement is reached between the parties within 30days after receipt of notice by one party, then the disputes or differences as detailed above shall be referred to & settled by Director IIM Lucknow.

**Applicable Law & Jurisdiction:**

20. All matters connected with this shall be governed by the Indian Law both substantive & procedural for the time being in force & shall be subject to the exclusive jurisdiction in Lucknow.
21. IIM Lucknow reserves the right to annul the bidding process at any time period to award of contract including rejection of any or all bids after the same have been received, without thereby incurring any liability to the affected bidder or any obligation to inform the affected bidder/s on the ground of IIM Lucknow action.

By the consent of parties the jurisdiction of all other courts are exculpated and the court at Lucknow alone shall have jurisdiction. The language of Arbitration shall be English.

I accept the above terms & conditions

(Full Signature & Stamp of the Renderer)



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### TECHNICAL BID

Sealed quotation from reputed and qualified software developers (Indian Nationals/Firms only) are invited for the development of the placement software of Placement Office automation process for IIM Lucknow initially for ONE YEAR which may be extendable for two more years on mutually agreed terms and conditions, depending upon the performance and requirement of the Institute.

#### Essential criteria of the Bidder:

Name of the Agency	
Name of the authorized person [who signs on the tender document]	
E-mail address	
Address of the Agency	
Phone / Mobile No.	
GST No. (Attach a copy of certificate)	
PAN No. of the firm/Company for Income Tax (attach a copy of PAN card)	
Average Turn-over in 3 years	
Earnest Money Deposit in the form of Demand Draft/Pay Order in favouring <b>Indian Institute of Management Lucknow</b> payable at Lucknow	EMD DD No/. ..... Dated: ..... Amount : Rs:.....

#### Eligibility Criteria for Selection:-

S.No	Criteria				Maximum Score	Passing score
1.	1	Placecom (PC)	Junior Placement Team + Senior Placement Team	20+	Yes/No	(35)  No. of Yes = 7 , then 35, No. of Yes >=5 & <7 = 20
	2	Captain	Designated individuals from Placement team	2	Yes/No	
	3	Controls	Controls Team	20+	Yes/No	

	4	Company Liaison	Volunteer team	50+	Yes/No		
	5	Control Liaisons	Volunteer team	200+	Yes/No		
	6	IT	Systems Team	5+	Yes/No		
	7	Admin	Systems Team	5+	Yes/No		
2.	Prior experience of working with top 10 Management Institutes rated by NIRF - 2019		0 if No Institute, 10 for 1-2 Institute 15 for 3 or more Institutes.		15	10	
3.	Experience in number of years in handling – Automatic Placement process (Scheduling)		Greater than 2 years - 20 1 to 2 Years - 15		20	15	
4.	Presentation or Demo of the product : (a) Project Understanding (6) (b) Solution proposed and its components (6) (c) Challenges & mitigation plan (6) (d) Technologies used (6) (e) Operation & Maintenance Support (6)		-		30	25	
	GRAND TOTAL		-		100	70	

## **PART – II**

### **Price Bid for –Development of the software Annual Rate Contract (i.e. From the date of the contract to one year)**

#### **1. Terms & Conditions**

1.1 Design and layout must be prepared by using IIML’s guidelines

1.2 IIML will provide only content and concept for designing.

1.3 If the agency wish to take third party services for developing the software, kindly include that rate in your final rate. IIML will not provide any extra charges.

1.4 **Termination:** The Institute may, without prejudice to any other remedy for breach of contract, by written notice of default sent to the Bidder reject the offer in whole or in part.

1.4.1 Breach of contract shall include, but shall not be limited to the

following;

- (i) The Bidder unable to provide service within prescribed time limit mentioned by IIML
- (ii) If the Bidder fails to perform any other obligation(s) under the Contract; or
- (iii) The Institute or the Bidder goes bankrupt or goes into liquidation other than for a reconstruction or amalgamation;

Notwithstanding the above, the Institute may terminate / reject the offer for violation of any law, for any reason of quality of service; or for any irregularity committed by the bidder or any other like reasons. If the Contract is terminated the Bidder shall stop providing services immediately.

I accept the above terms & conditions

Signature of the Contractor (or) His authorized signatory  
with the seal of the agency/ firm



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## ACCEPTANCE FORM

I/ We \_\_\_\_\_ (Designation) \_\_\_\_\_ of  
(Name of the company) \_\_\_\_\_ I  
hereby accept the above-mentioned Terms & Conditions along with Appendixes of the above  
contract of IIM Lucknow, containing the technical bid terms and conditions in the tender.

Signature \_\_\_\_\_

Company Seal \_\_\_\_\_



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### FINANCIAL BID

Work Specifications	Type of work	Amt /per student/per process (INR)
Software development as per the requirements mentioned in the Para 1.1.8 – Functional Requirements	IT	

- **Maximum number of students for summers – 500**
- **Maximum number of students for Finals - 270**

### PART – II

**Price Bid for –Development of the software Annual Rate Contract (i.e. From the date of the contract to one year)**

#### **2. Terms & Conditions**

2.1 Design and layout must be prepared by using IIML’s guidelines

2.2 IIML will provide only content and concept for designing.

2.3 If the agency wish to take third party services for developing the software, kindly include that rate in your final rate. IIML will not provide any extra charges.

2.4 **Termination:** The Institute may, without prejudice to any other remedy for breach of contract, by written notice of default sent to the Bidder reject the offer in whole or in part.

2.4.1 Breach of contract shall include, but shall not be limited to the following;

- (i) The Bidder unable to provide service within prescribed time limit mentioned by IIML
- (ii) If the Bidder fails to perform any other obligation(s) under the Contract; or
- (iii) The Institute or the Bidder goes bankrupt or goes into liquidation other than for a reconstruction or amalgamation;

Notwithstanding the above, the Institute may terminate / reject the offer for violation of any law, for any reason of quality of service; or for any irregularity committed by the bidder or any other like reasons. If the Contract is terminated the Bidder shall stop providing services immediately.

1. **Notes:**

1.1 The bidders have to submit the price bid only as per the price schedule format as given above in this tender document. Any other format for submission of price bid shall be out rightly rejected without any further reference to the bidders.

1.2 The price bid only for the technically qualified bidders shall be considered for evaluation

Place:

(Signature of the Contractor or His authorized signatory)

Date:

(Name)

\*\*\*\*\* \*\*\*\*\* \*\*\*\*\*