INDIAN INSTITUTE OF MANAGEMENT LUCKNOW

Corrigendum-1

Date : 30/07/2019

Tender Enquiry & Date   : RFQ No. IIML/PUR/PLACEMENT/21/2019-20 dated 19/07/2019.

REFERENCE TO THE REQUEST FOR QUOTATION FOR DEVELOPMENT PLACEMENT AUTOMATION SOFTWARE FOR PLACEMENT OFFICE AUTOMATION PROCESS.

Reference Clause of Tender	Existing	Modified (To be read as)
Last date for submission of complete bid	30/07/2019 before 05:00 PM	02/08/2019 upto 03:00 PM
Revised technical bid	--	Attached as Annexure-A

ALL OTHER TERMS & CONDITIONS OF THE TENDER WILL REMAIN SAME.

Administrative Officer P&S

INDIAN INSTITUTE OF MANAGEMENT, LUCKNOW
Prabandh Nagar, IIM Road, Lucknow
Website: www.iiml.ac.in

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 **Indian Institute of Management Lucknow** payable at Lucknow	EMD DD No/. .... Dated: .... Amount : Rs:...............

Eligibility Criteria for Selection:-

S.No	Criteria	Maximum Score	Passing score
1.	Tender is able to satisfy the functional requirements as listed in Para-'1.1.8 – Functional Requirement'	30	25
2.	Prior experience of working with top 10 Management Institutes rated by NIRF - 2019	0 if No Institute, 10 for 1-2 Institute 20 for 3 or more Institutes.	10
3.	Experience in number of years in handling – Automatic Placement process	< 5 years - 20 3 years to > 5 years - 10 >3 years - 05	10

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

Evaluation :

(1) Technical Bid Evaluation process :

(i) The bidder has to score the minimum passing marks in each four components as specified in the technical bid which will would carry a total of 70 marks 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.

REQUEST FOR QUOTATION: Placement Automation
RFQ No. IIML/PUR/PLACEMENT/21/2019-20   dated 19/07/2019

1. Indian Institute of Management, Lucknow, an autonomous body, set 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) f**or 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. All filled bids are to be submitted in a sealed envelope to IIM Lucknow Campus by or before 05:00 PM on 30th July 2019 on the below mentioned address :

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

6. 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. Deposition of EMD through any other form will not be accepted.

7. 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.

8. A pre Bid meeting were scheduled on 25/07/2019 at 03:00 PM to interact with the prospective bidders and clarify doubts if any.

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 be 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 Automation

To develop a placement software for the Placement Office as per the requirement mentioned at Para – F - PROCESS **REQUIREMENT**.

(B)   Eligibility (To form part of the technical bid)

1. Competency of Core Team members (Directors/Founders) in handling campus placement activities at any top educational institution.

2. Proven track record of winning orders from IIM/IIT/NIIT for a period of at-least 1 year.

3. Availability/listing of products on the Government procurement portal https://gem.gov.in/

4. In business for at least 2 years dedicated to student placements related work.

5. 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.

Refer Page No.16 for technical bid evaluation and scoring pattern.

(C)   Evaluation:

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

(i)   The bidder has to score at least the minimum marks of 70 in the components of 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 multiples 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% x 100).

(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 x Lowest Bid Price/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 x 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.

D)   Purpose and scope of the Software:

The software will be used as:
a)   An interface for Student - Placement Committee - Recruiters
b)   A tool to store and process information related to Placements (Application information, Firm information, Offer information, Student information)
c)   Bring in greater automation for the shortlist processing, application processing and offer processing
d)   A tool to generate reports from database about shortlists, offers and students.

(E)   System Summary:
There are 2 independent portions of current system

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1. Student-Placement Committee-Recruiter portal
2. On the Day software

The first part handles application opening (job posting), CV Freezing & CV access, Shortlist and offer processing, Student Feed.

The second part handles Shortlist entry, Student's preference entry, Company preference entry, scheduling, etc.

This FRS covers only the first portion of the current system.

(F) Process Requirements

1.1.1 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

1.1.2 Capacity

The system should have the ability to handle 1000+ logged in users and 200+ external users (recruiters). The design should be scalable to 1400+ logged in users and 400+ external users for future additions

1.1.3 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.

1.1.4 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.

1.1.5 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.

1.1.6 Deadline sensitivity

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

1.1.7 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 Data Migration

Uploading / migration of existing admission data to the Automation Software may be provided by the firm/vendor

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	User (s)	User Interface	No. of users
Student	IIM L Student	Frontend	800+
Senior Placement Team Member	Placecommer	Backend	20+
Junior Placement Team Member	Placecommer	Backend	20+
Mentor	Placecommer/ Alumni	Frontend & Backend	40+
Admin	Placement Chair	Backend	1
Society Login	Society Members	Backend	40+
Verifier	Placecommer/ Student	Backend	20-40

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.

Role	Module	Feature	Functionality
Admin/ SPOC/ POC	User Roles	Add New Role	Add roles and set permissions for all roles
	Reports	Team Report	1. Track the performance of the Placement team w.r.t companies tracking -> contacted -> Interested -> Accepted -> Denied. Along with names 2. Provide a customizable report
		Student Report	1. Track the performance of all students in the process - see red flags where students need help 2. Provide a customizable report
		Placement Report	1. Live placement report till date/ for a certain period - along with graphs for all important metrics tracked by IIML

			2. Provide a customizable report
	Notifications		Notification for all major actions and updates

Placement Team	Companies	Add companies	1. Upload single company by providing Company Name, Company Website, Sector, Region, Bucket, or any other detail as required basis the data fields configured using Admin login
			2. Upload multiple companies using CSV file upload
		Add contact	1. Upload single contact
			2. Upload multiple contacts using CSV file upload
		Roles	Add/Delete roles that can be opened by a company
		Search	1. Search for Companies 2. See history of college's interaction with company
	Students	Add/ Delete Students	1 .Upload single student by providing Roll No, Department, and Batch, or any other detail as required basis the data fields configured using Admin logic
			2. Upload multiple students using CSV file upload
		Freeze/ Unfreeze Student's Profile	1. Freeze student's profile - disable the right to update profile data 2. Unfreeze student's profile - enable the right to update profile data 3. Freeze/ Unfreeze multiple profile basis filter

			4. Option to set Freeze/ Unfreeze date in advance
		View Student Profile	1. View profile details filled by students 2. Check different CVs made by students 3. Check which all companies different students are applying/ getting shortlisted etc
		Customize columns	1. Customize the columns that the Placement Team can see along with student name. Column option should have the major profile data 2. Ability to filter the students using major profile data 3. Ability to download the data of all/ filtered students 4. Ability to see number of CVs created by students
		Batch Snapshot	1. Graphical view of the Batch Profile data - should be filtered using different profile data 2. **Share** option to share the graphs directly with companies 3. Download option to download all/ filtered graphical profiles in a PDF
		Student Feed	1. Placement Team should be able to post content to students as video/ image/ link etc. 2. Placement Team should be able to track the views and likes of the post over a period of time 3. Placement Team should be able to choose which Group/ Batch/ Process will be able to see that post
		Download Excel sheet	1. Placement Team should be able to customize the profile data that can be downloaded - choosing the columns 2. Data to be downloaded in

			CSV/ EXCEL format
	Placements	Create placement process	1. Create a new placement process by selecting the batch, degree and department. 2. Add and remove students from a process 3. Block students from applying to a certain number of companies when there is a disciplinary action
		Add companies	1. Add companies - from the companies section or from the placements section to a process
		Assignee	1. Map a Placement Team member to a company in process
		Status	1. Update the company status from - Assigned to contacted to Interested to Accepted/ Denied
		Application Status	1. The status of every application to be visible at all times, i.e.Opened, Shortlist Released etc 2. Opening application to include the following - a. Single Role/ Multiple Role including preferences b. Upload JD/ PPT/ any other doc c. Description of Company d. Mentioning Application Process e. Role, Designation, Location f. Defining CTC g. Option to add the different rounds that are a part of the process h. Any eligibility criteria to be taken care of i. Ability to make a google form like form within the application to manage any extra questions 3. Opening application to trigger notification to students along with reminders 4. Download and share the list of

			applicants' CVs with companies along with select excel data
			5. Ability to share list of applicants as a link with CV, some limited filters
			6. Company to update the shortlist with Placecomm which can be shared with students
			7. Ability to create multiple rounds and share shortlists of the same
		Manage Offers	1. Add offers with all the necessary details
			2. Upload the Offer Letter
			3. CTC along with break-up
			4. Role and Designation Details
	Reports	Team Report	1. Track the performance of the Placement team w.r.t companies tracking -> contacted -> Interested -> Accepted -> Denied. Along with names
			2. Provide a customizable report
		Student Report	1.Track the performance of all students in the process - see red flags where students need help
			2. Provide a customizable report
		Placement Report	1. Live placement report till date/ for a certain period - along with graphs for all important metrics tracked by IIML
			2. Provide a customizable report
		Download Report	1. Download the placement report in the specified format
	Calendar	Event	1. Create an event - PPT/ competition etc
			2. Invite specified group of students
			3. Set Location and Reminders
		Meeting	1. Document meetings with corporates so that it becomes a part of the KT

Role	Module	Feature	Functionality
			2. Send invites and document the type of meeting
	Notifications		Notification for all major actions and updates
	PT Configurations		1. See the preferences of the students in terms of sector, profile and location in graph and excel format 2. Create groups within a batch to manage students 3. Create new batch and add students 4. Create any kind of multiple offer rule 5. Decide which actions will trigger emails to students 6. Mark Attendance for different events 7. Allow to use both CVs - in built CV or upload a new one 8. Create Verifiers and map students to verifiers 9. See all active placement processes and archives 10. Create new roles and give them permissions

Role	Module	Feature	Functionality
Verifier	Verification	1. View mapped students with status of points 2. Open student's profile for verification of information	1. Select relevant drive from dropdown for which verification is to be performed 2. Student details (department and last updated) available on card with number of points in All, approved, Reject, Pending visible 3. Students available as individual cards which when opened allow for a. Number of points pending, rejected, approved, total b. Viewing student resume

			c. Approval and freezing, approval only, rejection and chat
	Notifications	View and mark notification as read	

Role	Module	Feature	Functionality
Society	Student Feed		Society should be able to post content to students as video/ image/ link etc. Society should be able to track the views and likes of the post over a period of time Society should be able to choose which Group/ Batch/ Process will be able to see that post
	Notifications		For subscribers and likes

Role	Module	Feature	Functionality
Student	Feed	1. Daily Calendar 2. Central Feed 3. Application tracker	1. View scheduled activities/events for the day on the left 2. Central feed should be scrollable and can view all the posts and like individual posts 3. Select a placement drive and view the number of applications in eligible, applied, shortlisted and selected respectively
	Profile	Personal Details	1. Add/delete/edit profile photo, contact info, hobbies, summary and preferences for role-domain-location 2. View the verification status of each information
		Academic Details	1. Add/delete/edit class 10, class 12, graduation and post graduation details and CV points in each section

			2. View the verification status of each information
		Professional Experience	1. Add/delete/edit experience information and CV points in each experience 2. Provide Organisation, Designation, Sector, Industry, type, location, start date and end date for each experience 3. View the verification status of each information
		Positions of Responsibility	1. Add/edit/delete PORs and CV points in each section 2. Provide Designation, Team, Organisation,Start Month/Year, End Month/Year 3. View the verification status of each information
		Extracurricular Activities	1. Add/edit/delete PORs and CV points in each section 2. Provide Activity Name, Activity Type, Activity Level, Organisation, Activity Year 3. View the verification status of each information
		Projects	1. Add/edit/delete PORs and CV points in each section 2. Provide Title, Organisation, Sector, Industry, Start Month/Year, End Month/Year 3. View the verification status of each information
		Achievements	1. Provide details of Test Scores, Patents, Publications, Scholarships, Competitions 2. Test Scores- provide details of Name, Organisation, Year, Score 3. Patents - provide details of Title, Office, Date, status 4. Publications- provide details of Title, Publisher, Date, Status

			5. Scholarships- provide details of name, organisation, date, status 6. Competitions- provide details of name, organisation, year, location
		Other Experiences	1. Provide details of Courses, Workshops, Conferences, Volunteer Experiences
		Skills	1. Provide details of Language Skills, Tools and Technologies, Interpersonal Skills, Other Skills
		Resume Preview	View a preview of the master resume
		Verification	View the number of pending, approved and verified points
	Resume	Manage Resumes	1. View Master resume 2. Add Resume 3. Download Resume
		Edit Resumes	1. Formatting options for Layout, Typeface and Others 2. College logo checkbox
	Apply	Placement Drive	Select relevant placement drive to view applications for that drive
		Dashboard	1. View the number of applications with status as opened, eligible, applied, shortlisted, out of process and selected 2. Search for applications
		Status View	Apply to companies
		Performance View	1. View progress for each application 2. See the rounds of all applications and prepare accordingly
	Calendar		1. Add new events 2. View pending invites 3. Toggle through day/week/month view

	Notifications	View notification and mark read	

(G) 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 along with original bill.**

(H) DATA MIGRATION:

The bidder has to migrate the present available data related to CV points etc. into the software. The system should trigger emails to relevant users, eg. Students, HRs, PoCs, Placement team at all appropriate times like application openings, shortlist release, offer receiving, etc. in the appropriate email formats.

(I) 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 work 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 successful bidder would be selected on the basis of technical qualification and lowest quoted (Financial Bid) amount as per the enclosed format. 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. Tenders once submitted will not be allowed to be withdrawn, altered or cancelled in part or in whole.
13. 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.
14. 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.
15. 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
16. 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.
17. 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:
18. 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.
19. 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 Tenderer)

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 **Indian Institute of Management Lucknow** payable at Lucknow	EMD DD No/. .... Dated: …………...….. Amount : Rs:.....………

Eligibility Criteria for Selection:-		
S.No	Criteria	Score
1	Competency of Core Team members (Directors/Founders) in handling campus placement activities at any top educational institution.	30
2.	Tender is able to satisfy the functional requirements as listed in Para-'1.1.8 – Functional Requirement'	30

3	Proven track record of winning orders from IIM/IIT/NIIT for a period of at-least 1 year. In business for at least 2 years dedicated to student placements related work	0 if No Institute, 10 for 1-2 Institute 20 for 3 or more Institutes.
4	Availability/listing of products on the Government procurement portal https://gem.gov.in.	> 5 numbers - 20 3 – 5 nos. - 10 >3 nos - 05
	Maximum obtainable score	**100**

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

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

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 _____ _____

FINANCIAL BID

Work Specifications	Type of work	Total Amt (INR)
Software development as per the requirements mentioned in the process requirement	IT	

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   Subletting the awarded work to any third party is not allowed.

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.

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)

<p style="text-align:center">*******</p>