



Sher-e-Kashmir University of Agricultural Sciences and Technology of Jammu

Short term Tender Notice

For and on behalf of Hon'ble Vice Chancellor of University, sealed bids with earnest money of ₹5000 pledged in favour of Comptroller, SKUAST-J are invited from well reputed and experienced IT firms for providing the solution for online registration of applications for recruitment to various posts in this university. The scope of job includes:

- ✓ Designing of Online Application forms enabling candidates to apply for the posts online.
- ✓ Submission Application fee through both online mode (Debit Card/ Credit Card / Net Banking) and offline mode (Through Bank Challans) and updating MIS with Bank MIS on daily basis.
- ✓ Creating of online Admit Cards / Roll no Slips for the applicants to enable them to download the same.

Terms and Conditions of Bidder/Tenderer

- (i) The bidder should be an Indian Registered Firm with an average minimum annual turnover of ₹150 lacs (Rupees One hundred Fifty lacs) only from IT and ITES business for last three years and must attach the proof of same.
- (ii) Firms should have valid GST, PF registration Certificate eligible to apply.
- (iii) The bidder should have a well-established data centre where the hardware infrastructure for the proposed online application system will be housed.
- (iv) The bidder should have experience of providing a similar registration/applications portal for Reputed Recruiting Organizations or Academic Institutes/ Government organization.
- (v) **Period of Contract:** The contract shall be initially valid for a period of 1 year from the date of execution of the agreement with the Tendering Authority and can be valid for a maximum period of 5 years (to be renewed every year after the first year based on the basis of a performance review - subject to mutual consent on terms and conditions as specified in the contract).
- (vi) **Non-transferable:** The tender document is not transferable.
- (viii) **Rejection of Bid:** The University reserves the right to accept / reject / release or relax any or all or part of the bids received on the due date without assigning any reason whatsoever.
- (ix.) **Language of bid:** The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid exchanged by the Bidder and The Tendering Authority shall be in English language.
- (x.) **Bid Currency:** Prices shall be quoted in Indian Rupees only. The bidders are advised not to indicate any separate discount. However, discount, if any, should be merged with the quoted prices.
- (xi) **Earnest Money Deposit (EMD):** Bidders are required to enclose a EMD in the form of FD/CDR/Demand Draft from any of the Nationalised Banks in India in the name of Comptroller, SKUAST-J payable at Jammu for Rs. 5,000/- (Rupees five thousand only) towards Earnest Money Deposit. Payment of EMD by cash will not be accepted.



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- (xii) In the case of Service Providers, the EMD will be retained as interest free performance security deposit and will be refunded only after the satisfactory completion of the contract. Depending on the value of the contract the service providers may be asked to remit upto 3% of the contract value as security deposit in the form of demand draft or irrevocable bank guarantee during the period of validity of the contract.
- (xiii) Unsuccessful bidders' Earnest Money Deposit shall be discharged / returned within 30 days after the finalization of the Tender Offer validity prescribed in this tender.
- (xiv) The Earnest Money Deposit shall be forfeited and Bid shall be rejected:
- If a Bidder withdraws its Bid during the period of bid validity specified by the Bidder on the Bid form or
 - In case of a Service Provider, if the Bidder fails:
 - ✓ To sign the contract form in accordance with the terms and conditions within seven days from the date of awarding the contract
 - ✓ To perform the contract as per the tender terms & conditions
- (xv) The bids not accompanied with EMD / Qualification experience document shall be rejected.
- (xvi) The bidder should quote the rates should be quoted for the aforesaid jobs on turnkey basis per candidate.
- (xvii) The bidder should note that secrecy is of utmost importance and any breach in secrecy will lead to cancellation of quotation of bidder and work order issued, if any, in abinitio and legal action under rules shall be initiated.
- (xviii) The University has reserves the right to accept or reject the whole part of the tender without assigning any reason.

Quotation with all the terms and conditions should be delivered through Registered or Speed post addressed to Registrar, Sher-Kashmir University of Agricultural Sciences and Technology, Jammu (J&K) within 10 days from the date of publication of this tender notice.


29/08/2017
Dy. Registrar (Secy.)

No: AUJ/Secy./17-18/F-139 | 1676-87
Dated: 29.08.2017

Cc:-

- All Officers of the University.
- Dr. Manish Sharma, Assoc. Prof. (Agril. Stat.) & I/c Data Center for publication of the same on the university website.
- SVC for kind information of Hon'ble Vice Chancellor. He is further requested for appropriate publicity.

SKUAST
Jammu

Registrar's Office
Chatra Jammu - 180009, INDIA

University for sustainable agriculture for food and nutritional security
Healthy soils. Healthy people.

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