



OFFICE OF THE REGISTRAR :: DIBRUGARH UNIVERSITY :: DIBRUGARH

No. DU/DR(Admn.)/NIQ/2024/03(File-VIII)/234

Date: 02.07.2024

Notice Inviting Quotation

Sealed quotations are invited from reputed companies for providing an All-in-One Online Alumni Management Platform for Dibrugarh University on annual subscription basis as per the particulars given below. The quotations will be received by the undersigned on or before **01/08/2024 upto 11:30 A.M.** and will be opened on 01/08/2024 at **02:30 P.M.** in the presence of the intending quotationers or their authorized agents.

Sl. No.	Particulars	Qty.
01	<u>All-in-One Alumni Management Platform (Portal +Mobile App)</u> Required Features: Exclusive Portal available on custom domain name, Integrated mobile app, Alumni Directory, Centralized Alumni Database, Unlimited Alumni Profiles, Multiple Role Access System, Approve / Decline /Block / Delete Members by Admin, , Digital Alumni Membership Cards, Alumni Achievements, News and Events, Chapters and Groups, Advanced Search Facility, Import Existing Data, Photo & Video Gallery, Mass Emails, Email with Automated Birthday Wishes, Payment Gateway Integration facility, SMS Gateway Integration facility, Social Media Integration, Analytics & Reports, Dedicated technical support	01 No.

Terms and Conditions:

1. No separate quotation paper will be issued from the office. Quotation should be submitted in the Company's Letter Pad as per the format given in **Annexure I** with all the supporting documents.
2. The quotation should be addressed to the "**Registrar, Dibrugarh University, Dibrugarh, Assam, PIN – 786004**" super scribing the Quotation Notice Number on the envelope.
3. In the event of any kind of holiday, the quotations shall be opened on the next working day.
4. **Any kind of Taxes/GST (if any) or any kind of setup cost must be clearly indicated in the quotation.**
5. The company must have proper PAN/GST No. and the same shall have to be enclosed with the quotations.
6. The company must be **ISO 27001 certified** and the copy of the certificate must be enclosed.
7. The company must have an active product URL(website) where all the features of its Alumni Management Portal are mentioned. The URL must be mentioned along with the quotation.
8. The company must have at **least 50 clients in India (Universities/IITs/IIMs/NITs/Reputed Higher Education Institutes)** who are currently using its Alumni Management Platform. A list of such clients along with the URL of the platform must be provided in the format given in Annexure II.
9. The company must activate the subscription within one month from the date of receipt of the Order
10. The company must provide free training and support to the University Staff.
11. The payment will be made on submission of bills only after activation of the subscription for one year and then on subsequent renewals.
12. The University reserves the right to accept or reject any or all the quotations without assigning any reason.

Sd/-
Registrar
Dibrugarh University

Copy to:

1. The Chairperson, Tender Opening Committee, D.U., for information.
2. The Deputy Registrar (F&A) i/c, D.U. for information.
3. The Programmer, with a request to upload the NIQ in the Dibrugarh University Website.
4. Office File.

Sd/-
Registrar
Dibrugarh University

(To be submitted on Company's Letterhead)

To
The Registrar
Dibrugarh University
Dibrugarh

Date:

Subject: Quotation for Alumni Management Platform

(NIQ No. DU/DR(Admn.)/NIQ/2024/03(File-VIII)/234 dated: 02.07.2024)

Sir,

With reference to your NIQ no. DU/DR(Admn.)/NIQ/2024/03(File-VIII)/234 dated: 02.07.2024 regarding All-in-one Online Alumni Management Platform, we would hereby like to offer our quote for the same.

Price Quote

All-in-One Alumni Management Platform (Portal +Mobile App)

(Features: As mentioned in the NIQ)

Sl. No.	Particulars	Amount (in Rs)
1	One time Setup Cost	
2	Annual Subscription Charge	
	SUBTOTAL	
	GST/TAX @... %	
	GRAND TOTAL	

We declare that we hereby accept the terms and conditions mentioned on the NIQ.

Yours faithfully

(Signature and Seal of the Authorized Signatory)

List of Clients

Please Mention only Universities/IITs/IIMs/NITs/Reputed Higher Education Institutes

SI No	Name of the Institution	Type (University/IIT/IIM etc.)	URL of the Online Alumni Portal
1			
2			
3			
..			
..			
..			
..			
..			
49			
50			

(Signature and Seal of the Authorized Signatory)