



DEENBANDHU CHHOTU RAM UNIVERSITY
OF SCIENCE & TECHNOLOGY, MURTHAL, SONEPAT (INDIA) (A Haryana State Government
University, Accredited Grade "A" by NAAC) Advt. No. 20/2017

Expression of Interest (EOI) for complete Online /Computerization of Financial Accounting System

Expression of Interest is invited through E-Tendering process from reputed Organizations/Institutions having experience in development of software Programme for complete online/computerization of Financial Accounting System of the University, subject to fulfilment of certain terms and conditions. The information related to EOI can be obtained from University website: www.dcrustm.org.

Last date for submission of EOI along with prescribed form (Annexure-A & C) duly filled by 30/11/2017 (during office hours). For further queries you may contact the Controller of Finance/Accounts Officer, 0130-2484104, 2484166 (o).

REGISTRAR

**DEENBANDHU CHHOTU RAM UNIVERSITY OF SCIENCE AND
TECHNOLOGY, MURTHAL (SONEPAT) INDIA
(Haryana State Government University)**

**Expression of Interest (EOI) for complete Online /Computerization of
Financial Accounting System**

DeenBandhu Chhotu Ram University of Science and Technology, Murthal (Sonepat), invites Expression of Interest from reputed organizations/ Institutions having experience in development of software Programme for complete online / computerization of Financial Accounting System of the University, subject to fulfillment of certain terms and conditions.

Procedure for submission of EOI

Vendors, willing to submit EOI, may download full document of EOI containing details of Scope of Work and the desired prerequisites by visiting university website www.dcrustm.org, www.dcrustm.ac.in

Any amendment/ update to the EOI or its Terms & Conditions will be uploaded on official website of the University. The EOI must be submitted in the prescribed format along with all supporting documents in compliance with the requirements of EOI. The companies/firms/organizations will be shortlisted after detailed presentations by them before the designated Committee. The date of presentation shall be 06/12/2017 (**11.00 AM onwards**).

Request for Proposal (RFP) including Technical & Financial Bid shall only be issued to those firms, which would be declared qualified and shortlisted only after evaluation of their EOI and subsequent presentation before the designated committee.

Eoi may be uploaded through e-tendering duly superscribed "**Expression of interest for Design, Development, Supply, Implementation and Maintenance of University Accounts Software System in DCRUST**". The University reserves the right to accept or reject any or all the EOIs at any stage of the process or any of the terms without assigning any reason. No correspondence in this regard shall be entertained. The Closing date for receiving EOI is 30/11/2017 (**05:00 PM**) and same shall be opened on 01/12/2017 (**11.00 am**).

Venue of Presentation: Conference Room,
Vice-Chancellor Office,
DeenBandhu Chhotu Ram University of Science &
Technology,
Murthal, Haryana

1. Guiding Principles

Being an University, DCRUST has created and adopted best practices across its organizational operations. It expects from all its partners to follow the same. In view of this, DCRUST has framed the following guiding principles to be adhered to by interested participants. The best practices may be more than what are specified below:

- The proposed solution must be based on Service Oriented Architecture (SOA) principles and must adhere based integration model across various applications of the IT portfolio.
- The proposed solution should be an Integrated, Scalable, Modular User-friendly and Highly Available.
- The proposed solution must implement a multiplatform-level security across various tiers and software layers of the IT
- Best practices from the industry must be implemented across the tiers and layers of the proposed solution and across various phases of the software development life cycle.

1.1 Software Support and Maintenance Practices - Software support and maintenance for a period of **five years**. The selected bidder must ensure that the technology / platform of the proposed software (application and system included) be of the latest version as published by the OEM (where applicable) and made available at no extra cost to the University and to be updated from time to time.

1.2 Software Licensing - The University would require various software licenses (OEM or otherwise) to be made available for use enterprise wide and not be restricted to the number of users, devices or membership.

1.3 Setup and Commissioning - Installation, Setup and Commissioning of the system to host the software servers along with the portfolio applications will be part of the scope of work. Ensure that all non-functional requirements are catered to and will be part of the design and the proposed solution. The server infrastructure and connectivity requirements along with the data centre details will be provided by DCRUST to the selected bidder for configuration.

1.4 Documentation- Selected bidder will provide all design, documents, user and operational manual in hard and soft copy form.

1.5 Integration- Some of the software systems are already running smoothly in the University which may be required to integrate these systems with proposed solution.

1.6 Security and Vulnerability - Solution provided must be secure and free from **any type of Vulnerabilities and Attacks**. Regular up-gradation in view of Security and Vulnerability is required.

2. Eligibility Criteria/Prequalification

The bidder must possess the requisite experience, strength and capabilities for providing the services necessary to meet the requirements, as described in the EOI document. The bids must be complete in all respect and should cover the entire scope of work as stipulated in the EOI document. The invitation to bid is open to all bidders who qualify the eligibility criteria as given below. Eligibility criteria are mandatory and any deviation in the same will attract bid disqualification.

Annexure 'A'

S.No.	Criteria	Document to be provided
1.	The bidder should be an Indian company registered under the Companies Act, 1956.	Certificate of Incorporation.
2.	The bidder must have successfully implemented at least three similar Accounts System in University/Govt. institute/organisation of repute having at least 1000 students' registration.	Documentary proof from earlier institute/university where the project was completed. List of successfully completed projects indicating cost, customer name & address. The proof should be applicable to the responder only and not for its sister concern or subsidiary or parent company.
3.	The bidder should be SEI CMMi level 3 certified	Attach valid Certificate copy
4.	The bidder should be ISO 9001:2008 certified	Attach valid Certificate copy
5.	The bidder or each member in case of a consortium should have positive net worth and annual turnover more than INR 1 .00 Crore or above	Practicing Chartered Accountant Certificate for Net worth and Copy of the audited balance sheet of the company for last 03 years. i.e for the year 2014-15,2015-16,2016-17.
6.	The Bidder should not be under a Declaration of Ineligibility or black listed with any of the Government/ Public sector unit Agencies	Self-Declaration from Authorized Signatory of the Bidder
7.	The responder shall be the single point of contact for DCRUST and shall be solely responsible for all the warranties, upgrades and guarantees etc. Offered by the OEM etc. An undertaking to this effect should be submitted	Self-certification
8.	Having at least 05 years' experience of	Substantiating documents

	handling big project of software development & implementation	
9.	The bidder shall be a registered company in India with valid GST and PAN number allotted by the respective authorities. No Tax liabilities in Last three years on the bidder.	GST registration certificate and PAN number, Last three years Income Tax Return (ITR)
10.	The group/firm should have Data Center located in India	Cert-In Certification ISO/IEC 27001
11.	Able to provide total integration & solution	Self-certification
12.	Agreeable to sign Service Level Agreement (SLA) documents	Draft undertaking (As per Annexure "D")

6. EOI Evaluation process

All responses including the proposed solution(s) received by [DCRUST](#) shall be evaluated by an Evaluation Committee duly constituted by [DCRUST](#), on the basis of eligibility criteria mentioned in this document. The responders will present the solution before the Committee on **06/12/2017 from 11.00 AM onwards**. Only the eligible bidders will be informed of their selection and Request for Proposal (RFP) will be issued to them.

DCRUST shall be at liberty to reject any response received from any company or consortium for the Expression of Interest in reply of notice inviting Expression of Interest.

Annexure - B

EXPRESSION OF INTEREST DOCUMENT

Document Name	Notice inviting “Expression of interest for accounting software” at DCRUST.
Document Reference Number	DCRUST/Accounts/ 851
Date of issue of EOI notice	15/11/2017
Last date for receiving queries	29/11/2017
Last date for submission of EOI Response	30/11/2017
Opening of EOI Notice	01/12/2017
Date of responder(s) Presentation. Potential responders should make Sure that they qualify all criteria as per EOI as only representatives of eligible companies will be allowed to attend the conference	06/12/2017 at 11.00 AM onwards
Cost of Eoi	Downloadable from DCRUST website : Free

Note : The parties must submit the response both in hard copy and two soft copies on CD/Pen-drive in sealed envelope through registered post or speed post addressed to **The Registrar, DeenBandhu Chhotu Ram University of Science & Technology, Murthal, Haryana**- so as to reach us on or before the mentioned date and time of submission.

The envelope contacting the Eoi Response should be superscribed with the title **“Expression of interest for Development, Supply, Implementation and Maintenance of University Accounts Software System in DCRUST”**.

Venue of Presentation: Conference Room,
Vice-Chancellor Office,
DeenBandhu Chhotu Ram University of Science & Technology,
Murthal, Haryana

Required Qualifications:

Field of operation:

The bidder should be a software development firm operating in the educational field / commercial field.

Warranties:

In addition to all warranties established by law, bidder shall warrant and agree that:

- (a) All services covered by agreement shall conform to the specifications or other descriptions set forth in the agreement or otherwise furnished or adopted by DeenBandhu Chhotu Ram University of Science and Technology, Murthal.
- (b) All software and services delivered pursuant to the agreement shall be free from any copyright infringements of any sort.

Installation:

Installation cost will be included in the cost of the project. The complete installation will be inspected by the committee duly constituted by the DCRUST, to assure that all equipments are installed in a professional manner, and in accordance with the specifications. The final system testing and demonstration shall be performed after the installation prior to any use of the system.

Payment:

100% payment shall be made by DeenBandhu Chhotu Ram University of Science and Technology, Murthal only after successful installation and running of the project and after the project goes live in three months.

Scope of Work:

- a. Preparation of Salary bill/pensioners Financial Assistant/DC Rate/ Contractual staff.
- b. Deduction and maintenance of TDS / GST of all kinds (form-16).
- c. Deduction and maintenance of GST, professional Tax, GSLI, LIC, Govt. Quarters rent accounts.
- d. Preparation of 3rd party bill and other personal claim bill.
- e. Maintenance of PF account.
- f. Preparation of Receipts and Payments Accounts, Income and Expenditure Accounts and Balance sheets.
- g. Monthly statement of Receipts and Payment Account.
- h. Maintenance of Project wise Receipts and Payment Account
- i. Maintenance of advance to staff account.
- j. Maintenance of head wise Deptt. And expenditure as per budgetary allocation
- k. Maintenance of pensioners' account
- l. Payment to Contractor by Construction branch and others.
- m. Maintenance of the Student Security. .
- n. Maintenance of Fee A/c (Individually students) including Hostel Fee A/C.
- o. Maintenance of A/c of affiliated colleges.
- p. Maintenance of income of employees (Individually)
- q. Provision for filing the GST Return (monthly)
- r. Others that may be added from time to time as per University's requirement

Testing :

The software and Hardware Compatible Testing procedures and parameters are to be specified by the bidder according to adopted standards which are to be approved by DeenBandhu Chhotu Ram University of Science and Technology, Murthal.

For further queries – the bidder may contact the Controller of Finance / Accounts Officer, (0130) 2484104, 2484166 (O).

Annexure -C

Name of the organization	
Address of the organization	
Year of Establishment	
Address of Software Development Centre	
Office Address of organization (With Telephone & Fax no.)	
Project proposal number & date	
Details of project proposal with technical specifications (enclosed separate sheet, if necessary)	
VAT/Sales Tax/ GST Registration Number of the firm	
Pan Card Number	
Service Tax Registration number	
Average annual turnover for the last 2 years. You may include turnover of group/affiliate/ subsidiary turn over under the same management operating in the same domain (with supporting documents)	
Name of the Universities where Finance related projects/systems (with supporting documents)	
Telephone Number	
Fax Number E-mail	

Annexure-D

UNDERTAKING

(To be submitted by the responder on the responder's letter head)

I/We hereby undertake that I/We have studied and understood the Expression of Interest document completely.

I/We hereby undertake that I/We understand that the Section Scope of Work and Requirement of this Eol is indicative only and not exhaustive in any manner and that the final scope of work and technical specification will be decided by DCRUST at their discretion.

I/We hereby undertake that I/We understand that the DCRUST reserves the right to finalize the scope of work and requirements at its discretion, which may be based on my/or proposed solution and/or any other responder's proposed solution and/or as decided by the DCRUST . I/We hereby declare that I/We shall not be having any claim and/or right for the said usage. I/We hereby undertake to provide the requisite OEM authorization as and when required and/or asked for by DCRUST , as per the solution and/or requirements, as decided by DCRUST at their discretion.

I/We hereby undertake that I/We understand that the DCRUST reserves the right to float a separate tender for the scope of work and requirements as mentioned above of this Eol irrespective of the outcome of this Eol. I/We understand that in such a case I/We shall bid separately for that tender and in no case our response to this Eol shall be deemed as a bid for the said tender.

I/We hereby undertake that the DCRUST reserves the right to short list responder(s) for further *tendering of this* Eol and in case of my/our response being rejected I/We shall have no claim of any short in the further tendering process. Further DCRUST shall be at liberty to allow any company to respond in the tender process at the stage for "Request for Proposal" irrespective of the fact that the company allowed has participated in the Eol or not and I/We shall have no claim of any sort on such process.

I/We hereby undertake that we shall comply with the scope of work and requirements and there are no deviations of any manner in this regard from my/our side.

I/We hereby undertake that in case my/our response to this Eol is short listed I/We agree to bid for the further tender as and when asked for by DCRUST based on the terms and conditions and technical specifications and scope of work as finalized and decided by the DCRUST at their discretion.

I/We undertake to be the single point of contact for DCRUST and shall be solely responsible for all warranties, upgrades, and guarantees etc. offered by the OEM, and system integration and facilities management and for the entire scope of work and requirements as per the service levels defined in the subsequent tender document.

I/ We here by affirm that our response is valid for a period of 180 days from the date of Eol submission.

Signature of Authorized Signatory

Name & Signature with Seal