

LAKSHMIBAI COLLEGE

(University of Delhi)

Ashok Vihar-III, Delhi-110052

Date: 23rd March, 2026

QUOTATION FOR THE DESIGN, DEVELOPMENT, SUPPLY, INSTALLATION, IMPLEMENTATION AND MAINTENANCE OF ERP INTEGRATED MANAGEMENT SOFTWARE FOR EDUCATIONAL INSTITUTIONS

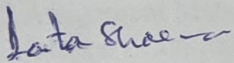
Lakshmibai College, University of Delhi, Ashok Vihar, Ph – III Delhi – 110052 invites offline quotations under Two-Bid System (Technical Bid and Financial Bid) for **Design, Development, Supply, Installation, Implementation, Training and Maintenance of an ERP Integrated Management Software for Educational Institutions** from reputed and registered IT firms/companies.

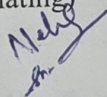
The bid documents can be downloaded from Lakshmibai College website [.lakshmibaicollege.in](http://lakshmibaicollege.in)

Bidders are advised to carefully read the bid document and ensure compliance with all specifications and instructions. Incomplete quotation, conditional bids, late submissions, or amendments after submission shall be summarily rejected.

Quotation can be submitted to the Principal's Office, Lakshmibai College in sealed envelope by 30.03.2026, 11.00 AM. The quotation will be opened on the same day i.e. 30.03.2026 at 12.30 PM.

Details of software and services required as per Annexure-A.


Prof. Lata Sharma
Principal (Officiating)



ANNEXURE – A

SCOPE OF WORK & MODULES REQUIRED

1. Admission Management

- 1.1 Direct Admission – Bulk Upload from Samarth Portal
- 1.2 Admission Cancellation Utility
- 1.3 Re-Admission Utility

2. Admin Staff Module

- 2.1 Master Data Management
- 2.2 Course–Subject Mapping
- 2.3 Subject Approval and Allotment
- 2.4 Section and Group Creation

3. Time Table Management

- 3.1 Time Table Creation
- 3.2 Room-Wise Time Table
- 3.3 Department-Wise Time Table

4. Attendance Management

- 4.1 Daily / Monthly Attendance
- 4.2 Attendance-Based Reports

5. Faculty Management

- 5.1 Attendance Upload / Edit
- 5.2 Assignment Management
- 5.3 Internal / Continuous Assessment Submission
- 5.4 Reports

6. Examination Module

- 6.1 Exam Form Verification
- 6.2 Practical / Lab Booking
- 6.3 Award Sheet Generation
- 6.4 ER / Improvement Management

7. Extra-Curricular Activities

- 7.1 Cells / Societies Management
- 7.2 Internship Management
- 7.3 Medical Application Management

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8. Other Activities

- 8.1 Mentor-Mentee Management
- 8.2 Canteen Management
- 8.3 Asset Booking
- 8.4 Notices / Office Orders

9. Student Corner

- 9.1 Subject Preference Selection
- 9.2 Personalized Time Table
- 9.3 Live Attendance Tracking
- 9.4 Assignment Submission
- 9.5 Internal Marks Verification
- 9.6 Online Applications (NOC, Bonafide, Character Certificate, LC, etc.)
- 9.7 Medical & ECA Management
- 9.8 ER / Improvement Management
- 9.9 Jobs / Internships

10. User Login Management

- 10.1 Role-Based Login
- 10.2 Role-Based Access Control

11. Reports & Analytics

- 11.1 Custom Reports & Analytics as required by the Institution

12. Jobs & Internship Module

- 12.1 Job & Internship Opportunities for Students

Technology Stack

- **Backend:** PHP / Any Open Source
- **Frontend:** HTML5, CSS, JavaScript, Bootstrap
- **Database:** MySQL
- **Mobile Apps:** Native Android & iOS
- **Server:** Cloud Hosted

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Technical Bid Documents To Be Attached
(ERP Integrated Management Software for Educational Institutions Tender)

Bidders are advised to ensure that all documents listed below are submitted with the quotation. Non-compliance may lead to rejection of the bid at any stage.

A. Mandatory Eligibility Documents

- Certificate of Incorporation / Registration of Company/Firm
- GST Registration Certificate
- PAN Card of Company/Firm
- Income Tax Returns for last **three financial years** (FY 2022-23, 2023-24, 2024-25)
- Self-Declaration / Undertaking confirming **no blacklisting** in last 3 years

B. Technical Proposal & Solution Documents

- Filled & Signed **Company Profile** (Annexure-B)
- Detailed **Technical Proposal / Solution Document**

C. Experience & Past Performance

- Work experience for Govt. / PSU / Autonomous Bodies / Universities/ Colleges

E. Financial & Administrative

- EMD of ₹10,000/- (or valid exemption certificate, if applicable, refundable)
- Filled and signed **Financial Bid Proforma** (Annexure – C)
- Signed & Stamped copy of **complete bid document**
- Undertaking on Company Letterhead (Annexure-D)

Bidder's Declaration

We hereby certify that all the above documents are complete in all respect and the information provided is true and correct to the best of our knowledge.

Authorized Signatory

Name: _____

Designation: _____

Signature & Seal: _____

Date: _____

ANNEXURE - B

(To be furnished on official letter head of the Agency)

Company Profile

Details filled in this form must be based on documentary evidence to be produce on demand by --- Educational Institute for the correctness of the information.

1. Name of the Bidder:-.....
2. Complete office address of Bidder:.....
.....
3. Pan No.:-.....
4. GST Registration No.:-.....
5. Contact Details of authorized person of Bidder who has signed the quotation:
 - A. Name:.....
 - B. Designation:.....
 - C. Phone (Office):.....Phone (Mobile).....
 - D. E mail.....

Authorized Signatory

Name of the Firm:-.....

ANNEXURE – C

FINANCIAL BID

Design, Development, Supply, Installation, Implementation and Maintenance of ERP Integrated Management Software for Educational Institutions Quotation

Price Schedule

A. One time Design, Development & Implementation of ERP Integrated Management Software for Educational Institutions

(Module wise cost as per annexure A)

S. No.	Description	Qty	One Time Cost (₹)	Implementation and Training Cost	Total Price (₹)
1	Admission Management	1			
2	Admin Staff Module	1			
3	Time Table Management	1			
4	Attendance Management	1			
5	Faculty Management	1			
6	Examination Module	1			
7	Extra-Curricular Activities	1			
8	Other Activities	1			
9	Student Corner	1			
10	User Login Management	1			
11	Reports & Analytics	1			
12	Jobs & Internship Module	1			
Subtotal A					

B. Additional charges

S. No.	Description	Qty	One Time Cost (₹)	Total Price (₹)
B	Mobile Application (Admin, Faculty, Student Portals)	1		
C	Post Go-Live Support & AMC (1 Year)	1		
D	Cloud Deployment, Hosting & Security Configuration (1 Year)	1		
E	Training (Faculty, Admin & Staff – Physical & Online) (1 Year)	1		
Subtotal (B+C+D+E)				

Summary

Particulars	Amount (₹)
I. Total (A+B+C+D+E)	
II. GST / Applicable Taxes	
III. Any Other Charges (if applicable)	
Grand Total (I + II + III)	

Grand Total (I + II + III) (in words):

Note:

- Prices shall be **firm and inclusive** of all taxes, duties, development, deployment, training, support, and documentation.
- No additional charges shall be payable beyond the quoted price.

Authorized Signatory
(Name, Signature & Seal)

Annexure: - D

UNDERTAKING
(On Company's Letterhead)

1. We declare that our firm/company has not been blacklisted or debarred by any Government Department, PSU, University, or Educational Institution.
2. We confirm compliance with all the terms of quotation, scope of work, and additional conditions.
3. We undertake to provide **one year AMC** post Go-Live and further extend support as per conditions.
4. We certify that all information furnished is true and correct to the best of our knowledge.

Authorized Signatory
(Name, Signature & Seal)