



OFFICE OF THE PRINCIPAL

# BAHONA COLLEGE

P.O.: BAHONA, JORHAT-785101(Assam)  
(AFFILIATED TO DIBRUGARH UNIVERSITY)

Ref. No. : BC/Q-2/Part-I/11614

Date.: 14-11-2025

## NOTICE INVITING QUOTATIONS

Principal, Bahona College invites sealed Quotations from reputed manufacturers/ registered firms for **Supply and Installation of Online College Automation (ERP) software** to Bahona College along with necessary documents within **Seven Days (07)** of this notification as stated below.

Last date of submission of quotation : **20-11-2025**Date of Opening quotation : **21-11-2025**

- **In Case of unscheduled holiday/bandha occurs, the next working date will be considered.**

The sealed envelope containing Quotations should be superscripted on the top for which the Quotation is submitted.

**The following Modules are must be included in the ERP Software:**

Sl.	Module	Key Features (Minimum)
1	<b>Online Admission System</b>	Pre-admission portal, merit list generation, free/paid/part-payment options, payment gateway + bank challan
2	<b>Student Panel</b>	Fee payment, receipt print, feedback, profile, studentship verification
3	<b>Student Attendance</b>	Smartphone-based classroom attendance, real-time reports to Principal & Guardians
4	<b>Smart I-Card</b>	Barcode-integrated unique I-Card (Student + Library)
5	<b>HR &amp; Leave Management</b>	Staff enrollment, salary (non-sanctioned), leave via mobile
6	<b>Certificate Module</b>	Auto-generation: Pass, Character, Studentship; Marksheet archive
7	<b>Reports Module</b>	Student/Employee/Attendance/Accounts/Leave/NAAC-ready reports
8	<b>LMS (Learning Management System)</b>	1. Digital Class (notes + video upload) 2. Digital Assignment (upload, review, marks to guardian) 3. Live Discussion (in-app) 4. Class Notes Requisition
9	<b>Establishment Module</b>	Staff personal/academic/joining/promotion/university approval records

Sl.	Module	Key Features (Minimum)
10	Guardian Panel	View attendance, assignments, marks, test results
11	Alumni Module	Registration, login, upload notices/photos/activities
12	GRC Module	Anti-ragging, anti-sexual harassment, caste discrimination, visitor note, complaint/suggestion
13	Online Feedback	Student/Faculty/Alumni feedback → Admin analysis
14	E-Governance	E-filing, intra-mail, news/notice board
15	Library Readers Records	Digital entry/exit (no queue), daily/monthly/yearly reports, best reader analytics
16	Placement Portal	Employer registration, job ads, resume builder, alumni login
17	Examination Fees Collection	University exam marks → provisional certificate → alumni access
18	Admin Panel	User privilege, reports, backup
19	Journal	OJS Journal Penal
20	Website	Dynamic PwD Friendly College Website with full support from developers
21	Mobile App	Mobile App (Android/iOS) for Student/Guardian/Staff
22	Other	Optional Other related modules available or needed

### Eligibility criteria (Documentary Proof Mandatory)

- Registered firm/company with GSTIN & PAN.
- Minimum 3 years experience in College ERP development.
- Successfully implemented similar ERP at least in 5 UGC-recognized colleges in Assam/Northeast India.
- No blacklisting declaration.

Copy to:

- College Website for publication
- Public notice board

*Scholar*  
 14/11/25  
 Principal  
 Bahona College  
 P.O: Bahona, Jorhat-785101  
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 Bahona College

## TERMS AND CONDITIONS:

### 1. Technical requirements

Parameter	Specification
Database	MySQL (or equivalent open-source)
Hosting	Reputed provider (GoDaddy/NET4/AWS/etc.). No extra as hosting charge
Frontend	Responsive, Mobile-first, Multi-device support
Security	SSL, Role-based access, Audit trail, Daily backup
Integration	Payment Gateway (Razorpay/PayU/etc.), SMS/Email alerts
Standards	NAAC/NIRF-compliant reports, UGC guidelines
Bandwidth	Bandwidth compatible for minimum 100 users at a time
Cloud Storage	No extra payment for cloud storage/server

### 2. Project timeline (Post Work Order)

Milestone	Timeline
Software Upload & Setup	15 working days
Installation & Training	7 working days
Go-Live	25 working days max

### 3. Payment TERMS (Fixed):

- a) 100% on installation, training & go-live
- b) Via NEFT/RTGS/DD
- c) Renewal payment on completion of the year only
- d) No price change for next 5 years
- e) No hidden cost
- f) Regular modification within the existing module at no extra cost

#### 4. Warranty & support

Item	Specification
Warranty	1 year from go-live (free bug fix, updates, remote support)
Training	On-site, 2 sessions, 20+ users
Support	Unlimited telephonic + remote (TeamViewer/AnyDesk) One free physical visit every year
AMC (Post-Warranty)	Quote separately
Server Maintenance	Server for calendar year (January to December) with no additional charges

#### 5. GENERAL TERMS & CONDITIONS

- a) **Validity of Quote:** 90 days from submission.
- b) **Data Security:** Vendor liable for any breach (penalty up to 5x contract value). Breach of data will lead to legal consequences.
- c) **IP Rights:** Source code remains with vendor; college gets perpetual license.
- d) **Penalty for Delay in project completion:** 0.5% per week (max 5%) beyond 25 days.
- e) **Termination:**
  - a. College: If go-live >45 days (full refund)
  - b. Vendor: If data/infra not provided for 30+ days
- f) **Jurisdiction:** Jorhat, Assam
- g) **Software Update:** Party should update the software regularly. All software updates during warranty must be backward compatible.
- h) **Termination:** College can terminate with 30 days' notice post-warranty; vendor to hand over database dump & documentation.
- i) **Force Majeure:** Applicable