



**SARDAR PATEL UNIVERSITY, MANDI (H.P.)**  
**(A State government University)**

E-mail ID: [registrar@spumandi.ac.in](mailto:registrar@spumandi.ac.in) website: [www.spumandi.ac.in](http://www.spumandi.ac.in)

**Tender document invited for the Procurement of Integrated smart Placement and Alumni management System Including Employability Training and Career Counselling Platform**

TENDER NO.	<b>No. SPU-Mandi/Placement/23</b>
START DATE FOR DOWNLOADING TENDER DOCUMENTS	27/11/2025 (5:00 PM)
LAST DATE FOR RECEIPT OF TENDER DOCUMENT	17/12/2025 (11.00 AM)
TIME AND DATE FOR OPENING OF THE TENDER (Technical bid	17/12/2025 (11.30 AM)
TENDER FEE (Non refundable)	Rs. 500/- (in the form of DD)
Earnest Money Deposit	Rs. 10000/- (in the form of DD)
PLACE OF OPENING OF THE TENDER	Sardar Patel University, Mandi H.P.
ADDRESS FOR COMMUNICATION	The Registrar, Sardar Patel University, Mandi, Distt. Mandi (HP)

-Sd-

Registrar,  
Sardar Patel University,  
Mandi HP

## Section -1

**Sardar Patel University is inviting bids for the Procurement of Integrated smart Placement and Alumni management System Including Employability Training and Career Counselling Platform on behalf of Registrar, SPU Mandi from the bidders with respect to the following item categories:**

<b>S. No</b>	<b>Product</b>	<b>Product Details</b>	<b>License Quantity</b>	<b>License Type</b>	<b>Specification of the item</b>
1	Smart Placement and Alumni Management System University Licenses	Super admin license to manage all the affiliated/constituent colleges, teams, students and alumni.	1	Annual	As per Annexure I
2	Smart Placement and Alumni Management System Affiliated/Constituent College Licenses	college level access to manage stakeholders within campus	1	Annual	As per Annexure I
3	Smart Placement and Alumni Management System Student Licenses	student login access on web and mobile app to participate in the placement process and access relevant information	2000	Annual	As per Annexure I
4	Employability Preparatory Module with AI Enabled Content & Videos	AI enabled and generated content created for students based on career needs.	1	Annual	As per Annexure I
5	Communication Suite integrated with SMS, Email, Notifications and WhatsApp	Communication suite for campus management and team members for seamless communication	1	Annual	As per Annexure I

## SECTION 2–EMD & PERFORMANCE SECURITY

**Tender fee:** Bidders should send tender fee Rs.500/-(Rs. Five Hundred only) in the shape of DD in favour of Finance Officer, Sardar Patel university Mandi(HP)

**EMD:** Bidders should submit the EMD Rs.10000/-(Rs. Ten thousand only) in the shape of DD/FDR/Guarantee in favour of Finance Officer, Sardar Patel university Mandi(HP)

**PERFORMANCE SECURITY:** The successful bidder shall be required to deposit an amount equivalent to 5% of order value as Performance Security in shape of DD in the name of the **Finance Officer, SPU, Mandi** valid for period of warranty plus 60 days within 30 days from the issue of Work order.

- I. Performance security will be discharged after compliance of successful bidder's performance obligation under the warranty /guarantee period.
- II. If the successful bidder fails or neglect any of his obligations under the warranty /guarantee period, it shall be lawful for Vice Chancellor, SPU, Mandi to forfeit either whole or any part of performance security furnished by the bidder as a compensation for any loss resulting from such failure.

## SECTION 3 – BIDDER ELIGIBILITY CRITERIA

1. **Bidder should be either a Manufacturer, developer or OEM Authorized vendor.** Necessary documentary evidence in support of the same (OEM/ Authorization Certificate/ MAF) shall be required to be uploaded by the bidder.
2. **Bidder/OEM should have successfully completed similar works during the last 3 years ending initial stipulated last date of submission of tenders as per SPU, Mandi.**
3. The OEM/bidders should not have been blacklisted by any Govt., Semi-Govt. Deptt., or any other organization and bidders should not have been declared a defaulter in any case by Court or Competent Authority. Also to note that the bidder is /has not formed/part of any cartel at any time for processing any contract including the present tender. **An affidavit to this effect on Non-Judicial stamp paper of ₹100/- (Rupees One Hundred only) duly notarized should be enclosed with the Technical Bid.**
4. **CA Certified copy of Average Annual turnover in last 3 financial years to be provided by the bidders as per Format F-3 (Along with respective years' Balance Sheet /ITR copies).**
5. OEM/Bidder must have executed similar work in any educational institute/ autonomous institute etc. **in last 3 financial years.**
6. Companies registered under Start-Up India are exempted from financial qualifications.
7. Demo of all/any of the products may be required to be conducted by the bidders to ascertain the quality of the items for technical qualification.
8. Bidder should provide at least 100 opportunities (job roles) on the portal over different branches.

#### SECTION 4 –SUBMISSION OF BID

1. All the BID & Tender documents duly signed and stamped by the bidder (every page).
2. Bidder is advised to submit the BID strictly in accordance with the terms & conditions and specifications contained in the BID documents and not to stipulate any deviation or condition. Institute reserves the right to reject any BID containing deviations to the terms & conditions and requirements stipulated in the BID documents.
3. The Bidder's firm name stated in the BID **shall be exact legal name** of the Firm/ Company /Corporation etc. as registered or incorporated. All changes/ alterations/ corrections in the BID shall be signed with date in full by the person or persons signing the bid. **No erasing and/or over writing are allowed.**
4. Transfer of Tender documents purchased by one Bidder to another is not permissible. Similarly, transfer of BID submitted by one Bidder to another is also not permissible. **No alteration(s) in the bid documents once submitted shall be permissible.**
5. The bid only needs to be submitted in an organized and structured manner.
6. The bidders or their authorized representatives may also be present during the opening of the Technical Bid, if they desire so, at their own expenses. **The Financial bids of only those bidders will be opened whose technical bids are declared qualified by the Committee constituted by the Competent Authority for the purpose.**
7. The bidder shall be required to submit an undertaking to the effect that the terms/conditions mentioned in the Tender document against which the rates are being submitted is acceptable to them. In case the firms do not give this undertaking, their rates may not be considered.
8. The **validity of the tender bid** shall be **60 days** from the date of opening of Bid(s).
9. The postal address for submitting the required documents in hard copy.  
  
**The Registrar,  
Sardar Patel University,  
Mandi, HP-175001**
10. In the event of specified date of opening of tender (technical or financial bid) is declared as holiday, the tender shall be opened at the same place and same time on the next working day.
11. The bidder should quote all the rates for SPU, Mandi on F.O.R. basis. The rates quoted by the bidder should be all inclusive (i.e. including any

freight/loading/unloading/insurance charges etc.) and nothing extra over and above the quoted rates shall be payable by the Institute. It will be duty of the bidder to deliver the items at SPU, Mandi at the quoted rates only.

12. In case there is any change in the name (or any other major change) of the organization and the experience certificate/previous WO/PO submitted by the firm pertain to the old credentials of the organization. Then the bidder is required to submit relevant document(s) duly certified by Registrar of Companies in support of the claim being made. The bidder must have at least three years of experience, which shall be exempted in case of verified MSE and verified start-ups.
13. **The Vice Chancellor, Sardar Patel University Mandi shall not be bound to accept the lowest or any tender all tender(s) and reserves the right to reject any tender(s) without assigning any reasons thereof.**

## **SECTION 5 - DOCUMENTS TO BE UPLOADED**

**Documents to be submitted by the bidders :**

1. **Signed and stamped copy of this tender document**
2. Declaration regarding Black listing /De-listing and other details as per format **F-1 (notarized affidavit)**.
3. **CA Certified copy** of Average Annual turnover in last 3 financial years to be provided as per Format **F-2**. (Along with respective supporting document such as ITRs and Audited Balance Sheets)
4. **General Information** about the Bidder (along with relevant supporting documents) as per format **F-3**
5. **Copies of GST Registration and PAN** shall be attached along with the tender document.
6. List of Government /Semi-government /PSU /Govt. Undertaking/ Autonomous bodies/ Educational institutes of national repute/etc, for which **similar items** have been provided/ delivered by the bidder along with the contact details of such organizations and **Purchase Order/ Work Order copies** in support of the claim.
7. Particulars of the firms/companies along with suitable documents in support of their establishment, reputation, credentials and past performance.
8. **The printed literature and/or catalogue/brochure giving full technical details should be included with the quotation to verify the specifications quoted by the vendor.**
9. Any other documents in support of firm's registration with appropriate authorities.

## **SECTION 6 – DELIVERY PERIOD/ TIMELINES**

1. **Maximum Delivery Period will be 60 days.**
2. The delivery period being provided by the bidders should be clearly mentioned in the bid documents.
3. The contract will be valid for three years, service providers will have to provide services at the same price for next three years, in case contract is extended.
4. The item should be fabricated/customized as per the requirement /specification and shall be delivered within the period as quoted by the bidder or as mentioned

in the contract order (whichever is earlier) and be ready for use within time frame as instructed by the Institute.

5. If the bidder fails to fabricate/customize and deliver the item and if there is some technical flaw and poor performance in the service by the specified date, penalty at the rate of 0.5% per week or part thereof of the total order value subject to the maximum of 10% of total order value will be liable to be deducted by the Institute.

#### **SECTION 7 – WARRANTY/GUARANTEE DECLARATION**

1. Bidders must provide **warranty/guarantee of at least ONE YEAR** for all the items being quoted from the date of successful installation of the services in the university. The guarantee clause should also cover any manufacturing defects reported by the university.
2. A declaration stating that **“Everything to be supplied by us hereunder shall be new and free from all defects and faults in material, workmanship and shall be of the highest quality and material of the type ordered, shall be in full conformity with the specification and shall be complete enough to carry out the activities of the institute for which they have been procured, as specified in the tender document”** should also be submitted by the bidder in the tender documents. Any deviation in the material and the specifications from the accepted terms may be liable for rejection and the bidders need to supply all the goods in the specified form to the satisfaction / specifications specified in the order / contract and demonstrate at their own cost.

#### **SECTION 8 – TRAINING**

1. Bidders shall be required to provide adequate training/demonstration to the nominated persons of SPU, Mandi at their cost. SPU, Mandi will not bear any expenditure on this account.

#### **SECTION 9 – PAYMENT**

1. Payment for the items to be supplied by the vendor against the purchase/ work order shall be made by SPU, Mandi as per the following:
  - a. **Payment will be released only after satisfactory supply, installation, inspection and satisfactory performance of the services procured and subject to submission of Performance Security as per norms as applicable (as per terms and conditions of this bid document).**
  - b. Payment shall be released on receipt of the original bills in triplicate completed in all respects and original delivery challans of all the items duly signed and stamped by the authorized representative of the user department.
  - c. Payment can be made before the completion of on campus employability training.

## **SECTION 10 – Period of Contract**

The contract will be valid for a period of **one year** from the date of contract agreement, which can be extended on year -to- year basis up to three years excluding base year on the basis of satisfactory performance on same terms and conditions and same rates mutually agreed upon between both the parties. However, SPU, Mandi may terminate the contract at any time by giving 30 days advance notice without assigning any reason.

## **SECTION 11- Other Terms and conditions**

- 1. Purchaser's Right to vary Quantity:** Sardar Patel University, Mandi reserves the right at the time of award of Contract to increase or decrease the quantity of items specified in the Schedule of Requirements without any change in price or other terms and conditions. Moreover, SPU also reserves the right to remove any item altogether while placing the final order with the successful bidder(s), if required.
- 2. Corrupt or Fraudulent Practices:** SPU, Mandi requires that the bidders participating in this tender have highest standards of ethics. SPU, Mandi will reject bid(s) if it is found that the bidder(s) has/have engaged in any corrupt or fraudulent practices while competing for this contract.
- 3. Interpretation of the Tender Document:** In case of any ambiguity/ dispute in the interpretation of any of the Sections in this bid Document, Vice Chancellor, SPU, Mandi interpretation of the Sections shall be final and binding on all parties. In the event of any dispute or difference(s) between the Institute (Sardar Patel University) and the bidder(s) on any section of this tender document, the matter shall be referred to "The Vice Chancellor, SPU, Mandi", who may decide the matter himself or may appoint arbitrator(s). The decision of the arbitrator shall be final and binding on both the parties.
- 4. Indemnities:** The bidder(s) shall indemnify, protect and save SPU, Mandi against all claims. SPU, Mandi reserve the right to recover the cost towards any damage/loss caused due to the negligence on the part of the bidder. The bidder shall be solely responsible for any failure to fulfil the statutory obligations and shall indemnify the Institute against all such liabilities, which are likely to arise out of the bidder's failure to fulfil such statutory obligations. The bidder shall alone be liable to pay any compensation, in case need arises, in such a case.
- 5. Jurisdiction:** Any dispute shall be resolved by the mutual agreement between the two Parties. In the event that a resolution cannot be reached, the Parties agree that any claim or dispute arising out of or in connection with this Agreement shall be governed by the laws of India and the courts of Shimla, Himachal Pradesh only.

## Annexure 1

### SCOPE OF WORK

The shortlisted Firm/ Agency shall be required to provide an Integrated Smart Placement and Alumni Management System along with employability Training and Career counselling platform for SPU, Mandi students through deployment of reliable and competent software solution at university premises with following features

#### Technical Qualification:

Sr. No.	Modules	Description
1	Integrated smart placement management system for students and alumni	<p>Online platform to leverage synergies between these two important aspects and create intellectual and financial resources for the betterment of the institute. Create a world class social and professional alumni/student engagement platform (both web and mobile) makes placements for alumni and students hassle free.</p> <ul style="list-style-type: none"><li>- Engaging corporate at all levels to bring multitude of job and internship opportunities for students as well as alumni.</li><li>- Creating an advanced algorithm to link right opportunities with students and alumni on their institute portal.</li><li>- Tracking and encouraging alumni to share job opportunities in their respective organizations with current students.</li><li>- Alumni should be able to participate and contribute towards career creation in the campus.</li><li>- Platform should ensure seamless communication among all the stakeholders like companies, TPO, Students and Alumni.</li><li>- Platform should be able to identify and show eligible students for placement drive whenever is required</li><li>- Students/Alumni should get only relevant messages, posts and notifications as per their interest areas and academic details</li></ul>
2.	Placement drives and training sessions scheduling	Platform must use advance algorithm to manage events through following features and support roles:



		<ul style="list-style-type: none"> <li>- Platform shall allow user to create Placement drives and training events and invite students/faculty based on batch, departments, skills and career interest</li> <li>- Gives you analytics on how many have given consent so that logistics could be better managed</li> <li>- Intuitive event calendar for users so that they don't miss the event.</li> <li>- Automatic event notification and reminder before events to increase participation.</li> </ul>
3	Placement process automation	<p>The system should be capable of automating placement process like</p> <ul style="list-style-type: none"> <li>- Communication with all the stakeholders like students and company</li> <li>- Automatic resume builder</li> <li>- Placement calendar</li> <li>- Placement analytics for NAAC and NIRF</li> </ul>
4	Career and Job Support	<p>Platform must ensure accelerated adoption of the platform by posting hundreds of jobs every day for both companies and students, the platform must ensure:</p> <ul style="list-style-type: none"> <li>- Advance algorithm should recommend relevant jobs to students on their professional feed/wall.</li> <li>- Easy way to apply for job and uploading of CV.</li> <li>- Job recommendation based on your experience, technical, business, interpersonal skills, functional areas, location and industry.</li> <li>- Job Map to search job based on your location.</li> <li>- Colour coding to identify jobs where your fellow alumni are working.</li> <li>- Posting of jobs allowed to share career opportunities amongst fellow alumni and students.</li> <li>- Internship opportunities for students.</li> <li>- Separate section for part time jobs and final year students.</li> <li>- Automatic update on application status about rejection, selection and further process.</li> <li>- Unique follows a company feature for you to track your favourite company. It gives you notification on if there is an opening or update on that company.</li> </ul>
5	Recruiter Management System	Platform should allow the placement office to manage and evaluate each recruiter more

		<p>effectively by:</p> <ul style="list-style-type: none"> <li>- A structured database with respect to each company's recruitment status.</li> <li>- Mapping them based on sector and roles.</li> <li>- Average salary, roles and vacancies offered.</li> <li>- Time bound and right based access to students eligible for the role.</li> <li>- Freezing and unfreezing of the roles.</li> <li>- Customized hiring process with multiple rounds for each job</li> </ul>
6	Industry Relationship Management System	<p>The smart system should have the following features:</p> <ul style="list-style-type: none"> <li>- Seamless communication with company representatives</li> <li>- Calendar sharing</li> <li>- Reports and analysis of multiple placement drives</li> </ul>
7	Virtual Job Fair (Recruitment Drives)	<p>Platform shall allow institute to manage placement activity with minimum effort. Virtual Job Fair platform shall have following features:</p> <ul style="list-style-type: none"> <li>- Creating a campus placement activity for one or more companies.</li> <li>- Allowing applicants to register and apply for the job virtually.</li> <li>- Admin should be able to limit number of job roles an applicant can apply for.</li> <li>- Admit card printed for the venue.</li> <li>- Reports on number of applicants for each company and role.</li> <li>- Brings transparency in hiring process.</li> <li>- Eases the management of the hiring day as each applicant comes with ticket and companies he has applied for.</li> <li>- Easier result declaration for the job fair.</li> </ul>
8	Mock hiring process training system	<p>Platform must have robust hiring process simulation management system with following features:</p> <ul style="list-style-type: none"> <li>- Uploading the mock roles and entire hiring workflow</li> <li>- Assigning the courses to the students on the basis of their skills, marks, department, skills and need based training.</li> <li>- Monitoring and analysis of data related to course progress and employability readiness</li> <li>- Ability to give assignments by trainers and submissions by the students.</li> <li>- Assessment of students and their</li> </ul>

		performance report.
9	Communication Suite	<p>The platform shall provide the feature of providing seamless integrated communication suite on following modes:</p> <ol style="list-style-type: none"> <li>1. Email communication module, with unlimited emails</li> <li>2. SMS integration for SMS integration automation</li> <li>3. WhatsApp Integration</li> <li>4. API integration with google calendar, Social media like LinkedIn and Facebook for easy sharing of communication.</li> </ol>
10	Smart Alumni management System	<p>The system should be capable of managing Alumni Engagement with following features:</p> <ul style="list-style-type: none"> <li>- Should be able to share Important events and News with alumni</li> <li>- Alumni, should be able to connect with each other</li> <li>- Alumni should be able to share pictures and posts</li> <li>- Relevant posts should be available to Alumni</li> </ul>
11	Feature of posting Jobs and Internship opportunities by Alumni	<ul style="list-style-type: none"> <li>- Alumni who are seeking job change should be able to apply for the jobs from the portal</li> <li>- Current students should be able to apply for Jobs and Internships from the portal</li> </ul>
12	Profile score for all applicants	<ul style="list-style-type: none"> <li>- Platform should have a standardised tool for calculating profile score for better benchmarking</li> <li>- Profile completion percentage should be mentioned</li> <li>- Filtering data based on profile score and profile completion</li> </ul>
13	Secure Logins	<ul style="list-style-type: none"> <li>- No unauthorized user should be able to login to the system</li> <li>- The system should be secure, only current students and Alumni of the University should be able to access the Integrated system</li> </ul>
14	Career Counselling	<p>Platform should support career counselling and career mapping of the students; Platform must ensure the following:</p> <ul style="list-style-type: none"> <li>- SWOT analysis</li> <li>- Goal settings</li> <li>- Time management and stress management</li> <li>- Value based education</li> <li>- Personal Development</li> </ul>

		<ul style="list-style-type: none"> <li>- Scholastic Roadmap</li> <li>- Comprehensive career report</li> <li>- Platform should provide Scholarship information and application support to the students.</li> <li>- Platform should help students to develop entrepreneurial skills</li> </ul>
17	Relevant content for employability trainings	<p>The system shall be able to provide relevant content for employability training in hybrid mode. The content shall include:</p> <ul style="list-style-type: none"> <li>- Quantitative Aptitude</li> <li>- Logical and verbal reasoning</li> <li>- Data analytics and Puzzles</li> <li>- Communication skills</li> <li>- Resume building and Interview skills</li> </ul>
18	Social feed wall for faster communication	<p>Platform must have easy to use social feed for all stake holders for faster communication. Integration with micro learning opportunities.</p>
19	Data Base Creation	<p>Platform shall capture data of all Alumni, students and companies when they register on the platform. Following features and advantages are required through Platform towards building a comprehensive and useful database:</p> <ul style="list-style-type: none"> <li>- Department and course mapping with the Institute, so that student can register with minimum effort.</li> <li>- Ability to link registration process with registration number of the Alumni and students for automatic validation.</li> <li>- Easy and convenient way for capturing information regarding, Marks, course, department, skills, areas of interest and personal information.</li> </ul>
20	Secure Access to Information	<p>Platform must have very strong security and privacy features, giving lot of flexibility to administrator towards giving access to information. Some of the key features are following:</p> <ul style="list-style-type: none"> <li>- Administrator should be able to create sub-admins with limited rights.</li> <li>- Admin is allowed to give rights to add content or placement events, without the right to publish it publicly.</li> <li>- Specific roles like jobs only, event only, department only could be given to sub admins thus ensuring security of the process.</li> <li>- From user perspective groups created shall be made open, closed or even secret.</li> </ul>

21	Online Member Directory	Platform should help institute to maintain active user directory with following search features: <ul style="list-style-type: none"> <li>- Marks, Position, location, skills, department, batch etc.</li> <li>- Skill based search should be further refined into technical skills, soft skills, leadership skills etc</li> <li>- Search based on training course completion status, helps decision makers to identify the student with better placement chances.</li> <li>- Directory allows search based on global map, showing Alumni, companies and student location on Google Maps.</li> </ul>
22	Institute Structure	Platform should keep into account institute structure with following features: <ul style="list-style-type: none"> <li>- Campus wise placement registrations and record</li> <li>- Institute wise placement registrations and record</li> <li>- Department wise placement registration and records</li> <li>- Programs to be differentiated as full time, part time and distance.</li> </ul>
23	Alumni and Student/Batch Management System	Platform should take away major hassle of managing updated information of departments/batch and their eligibilities by: <ul style="list-style-type: none"> <li>- Dual verification of student information both by student and respective department.</li> <li>- Real time snapshot of entire batch based on skills, eligibility, skills and qualification available to placement office.</li> <li>- Job based smart shortlisting engine to save efforts on selecting eligible candidates from the entire batch.</li> <li>- Alumni shall be managed as per their Passout year, Class and admission year.</li> </ul>
24	Hardware requirement	Any device which supports cloud-based applications
25	Optional features	App, WhatsApp, SMS integration, recruitment support
26	Licence type	Per student per Year
27	Upgradation	Free as per Subscription schedule
28	Number of user license	As per number of students enrolled
29	Capability to access digital content	Available
30	Capability for linking with third party tools	Available
31	Geo location mapping of jobs and recruiters	Available

32	Mobile platform support	Available
33	Role based access	Available
34	Audit trail for all logs	Available
35	Customized search template	Available
36	Free updates and upgrades within support period	Available
37	Valid license copy	To be provided
38	Software supplied through	Media or URL
39	Type of license	Annual subscription
40	Number of years of support	Unlimited
41	Deployment type	Online
42	Compatibility	Android, window, mac and Linux
43	Offer product capable for	Premium Institutes
44	Certifications	ISO, IEC
45	Components of the solutions	e-learning, e-tutoring, e- coaching, e-monitoring, collaborative learning, e-authoring,
46	Support	Online support through Toll-Free number/email/ virtual Remote Control.
47	Preference to be given	Make in India, Local Supplier, Start-up India, MSME Supplier

Name of Authorized  
Signatory.....

Bidding Organization  
Name.....

**F-1**

**DECLARATION BY THE BIDDER**

**[Affidavit on Non-Judicial stamp paper of ₹100/- (Rupees One Hundred only) duly notarized]**

It is hereby declared that I/We the undersigned, have read and examined all the terms and conditions etc. of the tender document for which I/We have signed and submitted the tender under proper lawful Power of Attorney.

It is also certified that all the terms and conditions of the tender document are fully acceptable to me/us, I/We will abide by all the terms & conditions mentioned in the tender document and all the documents submitted by us are genuine and not a work of forgery in anyway.

This is also certified that services to be provided by us would be of the highest quality and shall be in full conformity with the specification and shall be complete enough to carry out the activities, as specified in the tender document.

This is also certified that I/We have no objection in signing the service contract if the opportunity for the supply of the services against this tender is given to me/agency.

It is also certified that I/We have not been blacklisted/ De-listed by any Govt., Semi-Govt. Deptt., or any other organization and do not have any litigation in any of the Court(s) against us.

It is also to confirm that I/We is/has not formed/part of any cartel at any time for processing any contract including the present tender.

It is to confirm that in case of any changes in the name or nature of the bidding firm in the past, relevant documents issued by Govt. (i.e. Registrar of Companies etc.) have been submitted to support the claim along with the bid.

It is to confirm that in if we are selected as L1 bidder, everything to be supplied by us hereunder shall be new and free from all defects and faults in material, workmanship and shall be of the highest quality and material of the type ordered, shall be in full conformity with the specification and shall be complete enough to carry out the activities of the institute for which they have been procured, as specified in the tender document.

Date:

Signature:

Address:

Name:

Designation:

On behalf of:

(Company Seal)

**F-2**

**ON THE LETTER HEAD OF THE CHARTERED ACCOUNTANT**

This is to certify that the total turnover in the case of M/s .....  
Having PAN.....is as under:

<b>Financial Year</b>	<b>Amount in Rupees (Figure)</b>	<b>Amount in Rupees (Words)</b>
<b>2021-22</b>		
<b>2022-23</b>		
<b>2023-24</b>		
<b>TOTAL</b>		

Average=Total/3=.....

**It is further certified that the above mentioned amounts have been derived from accounts presented before us for the above mentioned periods.**

**Name and Sign of authorized person of the firm along with seal.**

**Place:**

**Date:**



**F-3**

**GENERAL INFORMATION ABOUT THE BIDDER**

<b>1</b>	<b>Name of the bidder</b>	
<b>2a</b>	<b>Full Address of bidder (Regd. Office)</b>	
<b>2b</b>	<b>Contact Details/ Telephone no.</b>	
<b>2c</b>	<b>Official E-mail address</b>	
<b>3</b>	<b>Bidder should be either a Manufacturer or OEM Authorized vendor. Necessary documentary evidence in support of the same (OEM/ Authorization Certificate/MAF) shall be required to be uploaded by the bidder.</b>	
<b>4</b>	<b>Type of Firm? (Proprietary/Partnership etc.)</b>	
<b>5</b>	<b>Year of Establishment of the firm?</b>	
<b>6</b>	<b>CA Certified copy of Average Annual turnover in last 3 financial years to be provided.</b> (Along with respective year's Balance Sheet/ ITR copies) [The Bidder Annual Turn Over should be 100% of the contract value per annum with at least THREE years of experience. The OEM/authorized dealer/ Self make should have annual average turnover of 200% of the contract value per annum.]	
<b>7</b>	<b>PAN Number (with proof)</b>	
<b>8</b>	<b>GST Registration Number (with proof)</b> [Latest GST Return to be provided (last 3 months)]	
<b>9</b>	<b>Start up India registration if applicable.</b>	
<b>10</b>	<b>List of such organizations (as per above point) to be provided along with contact details.</b> <b>(Attach separate sheet(s) if required)</b>	
<b>11</b>	<b>Any other registration with any Govt. authority</b>	

**Signature and Seal of the Bidder**

**Bid Forwarding Letter**  
**(To be submitted on the Company's Letter Head)**

**The Registrar**  
SPU, Mandi, Himachal Pradesh

Dear Sir,  
**RFP FOR PROCUREMENT OF Integrated Smart Placement and Alumni Management System**  
**(GeM Bid No.: \_\_\_\_\_ dated \_\_\_\_\_)**

We, the undersigned, offer to submit our bid in response and accordance with your REF No. \_\_\_\_\_ **dated** \_\_\_\_\_. Having examined the tender document including all annexures carefully, we are hereby submitting our proposal along with all the requisite documents as desired by the University for below mentioned licenses:

<b>S. No</b>	<b>Product</b>	<b>Product Details</b>	<b>License Quantity</b>	<b>License Type</b>	<b>Specification of the item</b>
1	Smart Placement and Alumni Management System University Licenses	Super admin license to manage all the affiliated/constituent colleges, teams, students and alumni.	1	Annual	As per Annexure I
2	Smart Placement and Alumni Management System Affiliated/Constituent College Licenses	college level access to manage stakeholders within campus	13	Annual	As per Annexure I
3	Smart Placement and Alumni Management System Student Licenses	student login access on web and mobile app to participate in the placement process and access relevant information	2000	Annual	As per Annexure I
4	Employability Preparatory Module with AI Enabled Content & Videos	AI enabled and generated content created for students based on career needs.	1	Annual	As per Annexure I
5	Communication Suite integrated with SMS, Email, Notifications and WhatsApp	Communication suite for campus management and team members for seamless communication	1	Annual	As per Annexure I

Further, we agree to abide by all the terms and conditions as mentioned herein the tender document. We agree to abide by this offer till 60 days from the date of last day for submission of offer (Bid).

We undertake that, in competing for (and, if the award is made to us, in executing) the above contract, we will strictly observe the laws against fraud and corruption in force in India namely "Prevention of Corruption Act 1988".

We have also noted that SPU, Mandi reserves the right to consider/ reject any or all bids without assigning any reason thereof. We understand that you are not bound to accept the lowest or any Bid you may receive.

We remain,

Yours sincerely,

Name & Signature of Authorized  
Signatory

Date:

.....

Place:

Designation ..... Phone & E-  
mail .....

Name of the Organization: Seal

.....

(To be submitted on the Company's Letter Head)

(GeM Bid No.: \_\_\_\_\_ dated \_\_\_\_\_)

[illegible]

**Price slab ( Student License) Forwarding Letter**  
**(To be submitted on the Company's Letter Head)**

**The Registrar**  
SPU, Mandi  
HP

Dear Sir,

**RFP FOR PROCUREMENT OF Integrated Smart Placement and Alumni  
Management System**

**Bid No.:** \_\_\_\_\_ **dated** \_\_\_\_\_)

We, the undersigned, offer to submit our bid in response and accordance with your RFP No. :  
\_\_\_\_\_ **dated** \_\_\_\_\_. Having examined the  
tender document including all annexures carefully, we are hereby submitting our proposal  
along with all the requisite documents as desired by the University for below mentioned  
licenses:

Price Quotation Per-User (License)

S. No	Product	Product Details	Min License Quantity	License Type	Unit Price (INR)
1	Smart Placement and Alumni Management System Student Licenses	As per annexure 1	Up to 500	Annual	
2	Smart Placement and Alumni Management System Student Licenses	As per annexure 1	Up to 1000	Annual	
3	Smart Placement and Alumni Management System Student Licenses	As per annexure 1	Up to 1500	Annual	
4	Smart Placement and Alumni Management System Student Licenses	As per annexure 1	Up to 2000	Annual	

Further, we agree to abide by all the terms and conditions as mentioned herein the tender document. We agree to abide by this offer till 60 days from the date of last day for submission of offer (Bid). In case of increase in order quantity above mentioned price slab will applicable for incremental orders.

We undertake that, in competing for (and, if the award is made to us, in executing) the above contract, we will strictly observe the laws against fraud and corruption in force in India namely "Prevention of Corruption Act 1988".

We have also noted that SPU, Mandi reserves the right to consider/ reject any or all bids without assigning any reason thereof. We understand that you are not bound to accept the lowest or any Bid you may receive.

Yours sincerely,

Name & Signature of Authorized  
Signatory

Date:

Place:

.....  
Designation ..... Phone & E-  
mail .....  
Name of the Organization: Seal  
.....