INDIRA GANDHI INSTITUTE OF TECHNOLOGY
TRAINING & PLACEMENT CELL
SARANG-759146, DIST: Dhenkanal, Odisha

Ref. No. IGIT/CDC-01(T&P)/ 165   Date: 25/08/2022
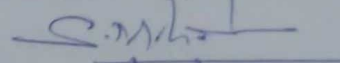
Call for Quotation

Dear Sir,

Scaled quotations in company letter head are invited from Authorized Organizations for the articles mentioned below on or before 06.09.2022 (4.30 PM). Quotation number and date should be super scribed on the sealed envelope and sent by Registered post / speed post / Postal Services to the **DIRECTOR, Indira Gandhi Institute of Technology, Sarang-759146, Dist: Dhenkanal, Odisha, India.**

Quotation received after the due date, or without seal shall not be considered. Photocopy of valid authorization certificate, PAN card and GST registration are also required to be enclosed. The terms of delivery along with any extra charges e.g. GST etc. & mode of payment should be indicated clearly in the quotation. The bidder should submit the catalogue with the quotation.

Quotation Opening Time: 06.09.2022 (5.00 PM)

Yours faithfully,

24/08/2022
DIRECTOR
IGIT Sarang

C.Cto:-

1. Professor I/C Website for uploading the quotation in IGIT web.

CONDITIONS

i.   In case, after Pre-bid meeting (wherever applicable) any modification(s) / addition(s) / deletion(s) or any alternation in the requirement(s) etc. is required, the same will be placed on the IGIT website-www.igitsarang.ac.in, therefore, all the bidders are advised to visit our website before tilling / submitted their Quotations.

ii.   The offered rates will be valid initially for a period of one year. The Institute can place repeat order on same terms & conditions within this period.

iii.   Acceptance of Quotation will be intimated to the successful firm through a Letter of Intent (LOI) duly signed by the authorized signatory of the institution.

iv.   This Quotation is valid up to 180 days from the issue of quotation notification.

v.   IGlT's officials can review the progress of work and can instruct regarding quality aspect.

vi.   The rates quoted by the bidder should be a complete package of assessment, inclusive of all applicable tax. duty(ies). transportation to IGIT. sarang and nothing extra / additional shall be payable on these rates.

vii.   Conditional Quotation will not be accepted.

viii.   Successful bidder will be required to submit schedule of activities to complete the work order (day wise/Date wise) with technical bid document.

ix.   The authority reserves the right to accept or cancel any or all Quotations without assigning any reason there-of.

x.   The bidder may add the Purchase Order received from any Organization in this aspect

SI. No.	ITEM NAME		Quantity	Quoted rate per user should be mentioned (Excluding of all taxes)	GST
1	**Student's Data Management software for Training & Placement activities**		1000 Students (around)		
	1.Student Data Management	Student Profiling, Profile Verification, Resume Builder, CV Verification, Filtration & Export.			
	2.Corporate Relations Management	Company HR Management, Relationship Management, Invitation Sending, Activity Logging, Email Integration ,Marketing Automation			
	3.Campus, Placement & Job Profiles Management	Automated emails, mobile app notifications, reminders for events, job profiles, custom deadline reminders, personalised notifications, Online Notice Board			
	4.Collaboration	Administration Access, Role Based Access Rights Control, Collaboration at College, Student, Campus, Drive, Company, Job Profile, etc. levels, Automated Digests.			
	5.Custom Rules & Policies	Custom Configurable Placement Policies, Attendance Rules, Eligibility Criteria, Placement Rules, Incentivisation & Penalisation Rules			
	6.Live Dashboards & Campus Drive Analysis	Real-time Custom Dashboards, Custom Reports, Inbuilt Data Explorer, Custom Pivot Tables and Charts			
	7.Calendar Management, Custom Forms and Feedback Surveys	Role-Based Calendar Views, Custom Forms, Linked Surveys, Employer Feedback Collection & Reports			
	8.Student Application	Personal Accounts, Employability Profile, Auto Resume Generator Online Notices, Personalised Reminders, Emails, Mobile-App notifications Job Applications, Internship Application, Preference Management, Withdrawal, Application Management Calendar Management, Event wise Schedule Tracker			
2	User relationship Management	To edit and approved the profiles	01		

Apart from above, the service providers shall be governed by the following terms and conditions.

1. The rates are to be clearly mentioned in the quotation as per one student including all taxes.

2. Total number of facilities per student is to be clearly mentioned in the Quotation.

3. Similar three work order / Invoice received of the last three years from Educational Institutions is to be provided along with the Quotation.

(Note: Organization may call for any type of queries to the Department of Training & Placement, IGIT Sarang)

SIGNATURE OF QUOTATIONER WITH SEAL AND DATE