

**INDIRA GANDHI INSTITUTE OF TECHNOLOGY**

SARANG-759146, DIST: Dhenkanal, Odisha

Ref. No. IGIT/ CDC-01/ 112

Date: 15/03/2023

**Call for Quotation**

Dear Sir,

Sealed quotations in company letter head are invited from Original Equipment Manufacturer / Authorized Distributor / Authorized Dealer / Supplier for the articles mentioned below on or before 30.03.2023(4.30 PM). **Quotation number and date should be superscribed on the sealed envelope** and sent by Registered post / speed post / Postal Service to 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. The materials will have to be delivered within 30 days from the date of placing order unless otherwise directed failing which the purchase order is liable to be cancelled. The Annexure-I should be submitted mandatorily along with other required documents.

Photocopy of valid authorization certificate, PAN/TIN 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. Payment shall be made after successful installation. The material will be delivered to IGIT Sarang on FOR basis. The bidder should submit the manuals with the quotation.

OPENING OF QUOTATION 30.03.2023(5.00 PM)

Yours faithfully,



15/03/2023  
DIRECTOR

IGIT SARANG

C.C :

1. Professor-in-Charge, Website for upload in IGIT Website.

## APPENDIX-I

Sl. No.	ITEM	Quoted rate (Excluding of all taxes)	GST % and amount
1.	AMC and upgradation of existing customizable platform software for selecting different sections and groups of people to send notifications via Email/Message to all students / parents (Details of specifications & requirements are mentioned in Annexure-I )		

SIGNATURE OF QUOTATIONER WITH SEAL AND DATE

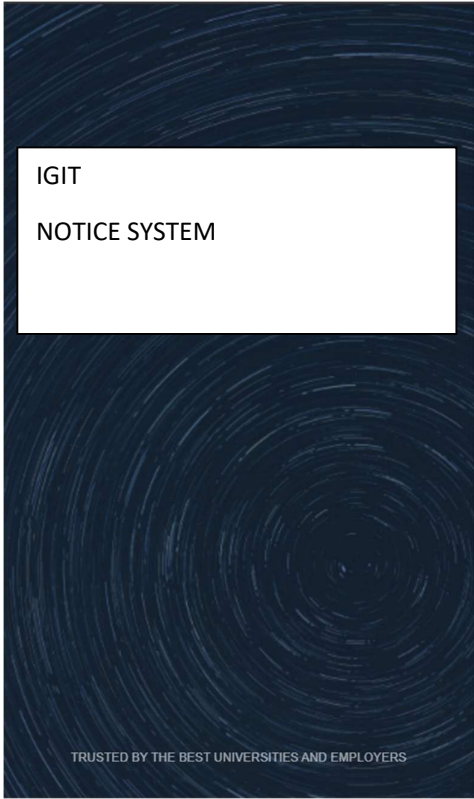
## Annexure-II

### Requirements for IGIT T & P Cell Notification System ([www.igitcdc.ac.in](http://www.igitcdc.ac.in))

The Institute has an existing customizable software platform for selecting different sections and groups of people to send notifications via Email/Message which should include:-

1. The panel should have customizable fields with checkbox system that can select different groups (for example- an entire batch / any one branch/single student / group of random students).
2. The panel should have a User login id Password system for security.
3. The panel should also contain the email and message creation part in which the following things should be present:-
  - For Email System:-
    1. Should contain a section for giving email subject.
    2. And then there should be a Body Section.
    3. This should also contain a separate “Attach File” Section supporting any PDF/doc /text/audio/video file up to a single attachment size limit of 100 mb.
    4. The email-ids should be taken based on the selections mentioned in point 1.
  - For Message System :-
    1. Should contain a Body creation section.
    2. The contact numbers should be taken based on the selections mentioned in point 1.
  - For Whatsapp Business System :-
    1. Easily send from mobile phones
4. This Panel should also contain a separate notice creation system which should have a predefined structure whose recipients would be selected based on point 1.
  2. Note: - The format will be final although the text font / styles could be changed to make it look more professional and attractive.
  3. The notice should also keep track of the reference number of the notice in (igit/tnp/batch/notice no.) format.
5. In a graphical representations the detail Application software system is explained as follows.

ADMIN LOGIN ID System:-



## Sign in

Enter your details below

 Login via Google

 Login via Facebook

Login

[Forgot password?](#) | [Not registered yet? Sign Up!](#)

 Notices

## NOTICE PANEL

## Notices

Status	All	Q Search	Start typing ...	
Title	Ref. no.	Status		
1	No title provided	IGIT/421	DRAFT	
2	Wipro   Launch of ELITE National Talent Hunt Hiring 2021...		DRAFT	
3	Internship Opportunity from EduSkills in association with CISCO...		PUBLISHED	
4	Internship Opportunity from EduSkills in association with CISCO...		DRAFT	
5	TCS National Qualifier Test...		PUBLISHED	
6	Opportunity Update    Codeprism Technologies    Software Developer    ...		PUBLISHED	
7	HCL HIRING BE/BTECH/MCA 2021 BATCH...		PUBLISHED	
8	Final Walk-In Fresher Drive for 2021 passout -Silicon Techlab Pvt. Ltd...		PUBLISHED	
9	ELITMUS : IndustryBuying   4.5-5 LPA   2021 batch   Junior Software de...		PUBLISHED	
10	Infosys Pooled Campus Recruitment Drive for 2021 Graduating Students f...		PUBLISHED	
11	ELITMUS : EPIKInDiFi   7 LPA   2021 batch   Software Development Engin...		PUBLISHED	

## Notice Generation





OFFICE  
E-Mail: placement@igitsarang.igits.org  
Website: www.igitsarang.igits.org

NOTICE

INDIRA GANDHI INSTITUTE OF TECHNOLOGY  
SARANG, DIST-DHENKANAL,  
PIN CODE-759146(ODISHA)  
(AN AUTONOMOUS INSTITUTE OF GOVT. OF ODISHA)

XYZ Department (editable text field)

Ref. no. (editable text field)

Date : (editable text field)

FOR/TO : (editable text field)

SUB :- (editable text field)

BODY (editable text field)

Thanking You.

LINK :- (editable text feild) (connected with Checkbox)

Undersigned (editable text field)

N.B (editable text feild)

Print/generate BUTTON

### Target Audience

Batches :

- 2017 Passout Batch
- 2018 Passout Batch
- 2019 Passout Batch
- 2020 Passout Batch
- 2021 Passout Batch
- 2022 Passout Batch
- 2016 Passout Batch
- 2015 Passout Batch
- 2014 Passout Batch
- 2013 Passout Batch
- 2023 Passout Batch
- 2024 Passout Batch
- 2025 Passout Batch
- 2026 Passout Batch

Students of :

- >  All Colleges
- Add single or group of students of any batch / year
- Random group of students (1-max.)

Checkbox for attaching link with notice

SIGNATURE OF QUOTATIONER WITH SEAL AND DATE

## CONDITIONS

- i) In case, after Pre-bid meeting (wherever applicable) any modification(s) / addition(s) / deletion(s) or any alternation in the requirement(s) / specification(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 filling / 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 Quotation through a Letter of Intent (LOI) duly signed by the authorized signatory of the institution.
- v) This Quotation is valid up to 180 days from the issue of quotation notification.
- vi) The supplier will provide one year on site guarantee, and under guarantee period all the damages items shall be repaired / replaced by the supplier at their cost and risk.
- vii) IGIT's officials can visit the work place of successful bidder and can review the progress of work and can instruct regarding quality aspect.
- ix) The rates quoted by the bidder shall be complete for supply and installing of the finished items as per the specification(s) and shall be inclusive of all applicable tax, duty(ies) loading, unloading, packing, transportation to IGIT, sarang installation etc. and nothing extra / additional shall be payable on these rates.
- xi) Conditional Quotation will not be accepted.
- xii) Successful bidder will be required to submit schedule of activities to complete the work order (day wise/Date wise) with technical bid document.
- xiii) The supplier has to ensure the rectification of defects within three days of the complaint during the period of guarantee.
- xiv) AMC charges will be mentioned in the Quotation.
- xv) The Quotationer is required to submit one year on site Guaranty i.e. to replace, the damaged equipments during the guarantee period or repair.
- xvi) The authority reserves the right to accept or cancel any or all Quotations without assigning any reason there-of.
- xvii) All items should Certify ISO standard or any other recommended standard.