



DR. MEGHNAD SAHA COLLEGE

Recognized by UGC u/s 2(f) & 12 (B)
Affiliated to University of Gour Banga

Website: www.drmscollege.ac.in



NAAC Accredited 'B'
(CGPA 2.42 in Cycle I)

At - Ranipur
P.O. - Tilna, P.S. - Itahar
Uttar Dinajpur District
West Bengal, India
PIN 733128

Reference No. :

Date:

TENDER NOTICE

Notice inviting quotations for development and management of online admission portal for UG semester -VII & VIII (Four-year Honours & Four-year Honours with research degree) for the academic session 2026-27 of Dr. Meghnad Saha College

NIQ No.: MSC/NIQ /01/2026 - 27

01.08.2026

Sealed quotations are invited from reputed and experienced organizations/firms for the **development, implementation and comprehensive management of online admission related activities** for the current academic session (2026-27). We seek a robust, user friendly and secure online system to streamline the entire admission process.

Sl. No	Items description	Unit	Ceiling rate (per year) with GST
1	Less than 100 admissions	Nos	Rs. 14000/-
2	Less than 250 but Greater than 100 admissions	Nos	Rs. 22000/-
3	250 and higher admissions	Nos	Rs. 27000/-

The successful bidder will be responsible for providing an end-to-end solution, including but not limited to:

A. Online Application Portal

- User registration and profile management.
- Online form filling and dynamic fields and validation.
- Documents upload facilities (marksheets, certificates, photographs, signature)
- Application fee payment gateway integration (multiple payment options preferred)
- Automated email/SMS notifications at various stages of the application process.

B. Merit List Generations and Publications

Systematically generate and publish merit lists based on predefined criteria, including academic scores, category reservations, and any other specific college norms.

C. Admission Processing

Facilitate admission rounds, including:



(+91) 03523 277707



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LONG: 88.106740° E



- Option for candidates to select/confirm their preferred course/stream.
- Generation of admission letters/receipts.
- Integration with the college's existing student information system for seamless data transfer.

D. Helpdesk and Support

Provide comprehensive online and offline helpdesk support for applicants and college staffs throughout the admission period. This should include a dedicated support team, query resolution mechanism and FAQs.

E. Reporting and Analysis

Develop a robust reporting module for the college administration to track application statistics, admission trends, fee collection and other relevant data.

F. Data Security and Privacy

Maintain strict confidentiality of student information and shall not share data with any third party without written permission from the college authority.

G. Cyber Security

Adequate cybersecurity measures must be implemented.

H. College's Right

- The college reserves the right to accept or reject any or all quotations without assigning any reason thereof.
- The college reserves the right to negotiate with the lowest or technically suitable bidder.

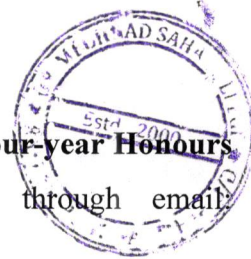
Eligibility Criteria

- Prospective bidders must meet the following criteria:
- Registered legal entity with a valid PAN, GST registration and Trade License.
- Minimum of three (03) years of experience in developing and managing online admission systems for educational institutions (preferably at colleges).
- The bidder must submit audited accounts of the last three (03) financial years.
- Experience certificates/work orders for similar projects successfully completed.
- The portal must support secure online payment through approved payment gateways.
- Declaration that the bidder has not been blacklisted by any government or educational organization.

Submission Details

Interested bidders are requested to submit their comprehensive quotation proposal of both technical bid and financial bid in sealed envelopes clearly mentioning **"Quotation for development and management**

of online admission portal for UG semester -VII & VIII (Four-year Honours & Four-year Honours with research degree)" in hardcopy in the office of the principal or through email drms.itahar@gmail.com



Technical Bid

- The technical bid should include:
- Company profile including registration details and experiences.
- Detailed proposed solution architecture and features for online admission system.
- Implementation plan and timeline.
- Proposed support and maintenance.
- Client testimonials or references for similar project.

Financial Bid

The financial bid should clearly state the total cost for the entire project, broken down into development costs, annual maintenance charges (AMC) and any other recurring costs.

Important Dates

Date of publication of notice inviting quotation: 01.08.2026

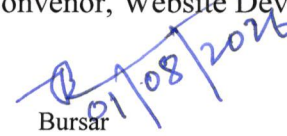
Last date for submission of quotation: 07.08.2026 (2.00 P.M.)

Opening of the Quotation: 10.08.2026 (At 2.00 P.M.)

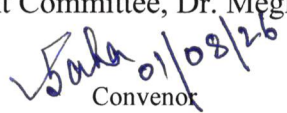
N.B.: For details contact the college authority at any working day between 12 noon to 2 pm and follow the website www.drmscollege.ac.in.

Copy forwarded for the information and necessary action

1. The Sub-Divisional Officer, Raiganj, U/Dinapur
2. The Block Development Officer, Itahar Block
3. The Pradhan, Itahar Gram Panchayet
4. College Notice Board and College Website
5. Convenor, Purchase cum Tender sub-committee, Dr. Meghnad Saha College
6. Convenor, Website Development Committee, Dr. Meghnad Saha College


Bursar
Dr. Meghnad Saha College
Ranipur, Tilna, Itahar, U/Dinajpur

Bursar
Dr. Meghnad Saha College
Itahar (Ranipur), Uttar Dinajpur


Convenor
Purchase cum Tender Sub-committee
Dr. Meghnad Saha College
Ranipur, Tilna, Itahar, U/Dinajpur


Principal
Dr. Meghnad Saha College
Ranipur, Tilna, Itahar, U/Dinajpur

Prof. (Dr.) Amit Bhowmick
Principal
Dr. Meghnad Saha College
Ranipur, Tilna, Itahar
Uttar Dinajpur, 733128, W.B


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