

Expression of Interest (EOI)



INDIAN INSTITUTE OF INFORMATION TECHNOLOGY ALLAHABAD

Devghat, Jhalwa, Prayagraj - 211 015 (U.P.) INDIA

EXPRESSION OF INTEREST (EOI) FOR PROCUREMENT OF ENTERPRISE RESOURCE PLANNING (ERP) SYSTEM

Ref. No.: IIITA/SP/NIT/1755/2420/2025

Department ERP & Automation Cell, IIIT-Allahabad

Contact Person:

For Technical Query

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EXPRESSION OF INTEREST DOCUMENT

The Indian Institute of Information Technology Allahabad (IIITA) invites sealed Expression of Interest (EOI) from leading, reputed, professionally & financially sound and duly registered companies / agencies / organizations with a proven track record and having capabilities for the designing, developing, deploying, and maintaining of a comprehensive Enterprise Resource Planning (ERP) System to manage the entire student lifecycle, including but not limited to

The Expression of Interest requires submission of a detailed solution, Technical Requirements, Specifications, and Budgetary quote for “**Designing, developing, deploying, and maintaining of a comprehensive Enterprise Resource Planning (ERP) System at IIIT-Allahabad**”

Tentative/Indicative Scope of ERP System

The proposed ERP solution should be capable of managing academic and administrative processes across multiple academic programs, including B.Tech, M.Tech, MBA, Dual Degree, Ph.D. (regular/working), Post-Doctoral Fellow, SRF, JRF, Certificate programs and any program introduced in future. The key functional modules required are:

A. Entrance Exam Conduct Module

- ✓ Online application submission, fee payment, document uploads
- ✓ Online screening of application forms by a designated committee
- ✓ Publishing/notifying list of screened candidates for entrance examinations
- ✓ Entrance test evaluation, result compilation and result publication of successful candidates, notification to successful candidates

B. Student Lifecycle Management

- ✓ Online admission (data may be ported from A above as per case), document uploads, registration form submission, fee payment, verification and enrolment processing by generating unique enrolment No., admission cum fee payment receipt, ID card etc.
- ✓ Course management, Course registration by student/office, Elective allocation, Faculty allotment by HoD and Timetable generation by Dept.
- ✓ Attendance management and monitoring, Learning Management System (LMS) integration, students' academic progress tracking and notification

- ✓ Outcome-based Education, Competence pedagogy, mapping, attainment at course, program or any other level as per the requirement of accreditation/regulatory body, enforcement of Ordinance (NEP-2020)
- ✓ Continuous assessment, marks submission, grading, and semester Result sheet/Grade sheet generation, student Transcript/Degree generation
- ✓ Degree award, convocation management, and alumni management & tracking
- ✓ Student profile development, enhancement and maintenance
- ✓ Student Information System (SIS)

C. Academic Management System

- ✓ Office of Dean and HoD Management
- ✓ Academic Calendar and Time Table Management
- ✓ Academic Process Scheduling based on Academic Calendar
- ✓ Seminar/Workshop/Conference Management
- ✓ MoU, Consultancy and Research Projects

D. Administrative Modules

- ✓ Fee collection (tuition and mess), financial aid, and scholarship disbursement
- ✓ Research project tracking and Ph.D. progress monitoring
- ✓ Examination scheduling, evaluation, and online result processing as per provisions outlined in the Ordinance NEP-2020
- ✓ Placement Management and Analysis
- ✓ AI-driven analytics for academic performance and decision-making

E. User Access & Integration

- ✓ Role-based 2FA access for students, faculty, administration, and external stakeholders
- ✓ Mobile-friendly interface with real-time notifications and alerts via email/SMS/WhatsApp
- ✓ Seamless integration with NAAC/NBA accreditation compliance requirements
- ✓ Secure cloud-based architecture with robust data privacy and cybersecurity measures
- ✓ Data protection scheme by suitable backup, archival and retrieval mechanism

- ✓ API support for third-party integrations (e.g. SWAYAM, NPTEL, DigiLocker, NAD, SAMARTH, NIRF, AISHE, Times Ranking, QS Ranking, etc.)

Instructions to Bidders

Bidders are advised to study all instructions, forms, terms, requirements and other information in the EOI documents carefully. Submission of the bid shall be deemed to have been done after careful study and examination of the EOI documents with full understanding of its implications.

The response to this EOI should be full and complete in all respects. Failure to furnish all information required by the EOI documents or submission of a proposal not substantially responsive to the EOI documents in every respect will be at the Bidder's risk and may result in rejection of its proposal.

For better understanding of project, brief descriptions of modules as per our preliminary assessment are given. In this stage bidder are requested to propose their work description, with quoting rate, so that in later stage under detailed Notice Inviting Tender, complete scope of work/project and technical specification may be enclosed, for evaluation of bids on equal footing.

EOI proposal preparation costs & related issues

The Bidder is responsible for all costs incurred in connection with participation in this process, including, but not limited to, costs incurred in conduct of informative and other diligence activities, participation in meetings/discussions/presentations, preparation of proposal, in providing any additional information required by the IIT Allahabad to facilitate the evaluation process, unless explicitly specified to the contrary.

IIT Allahabad will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

Pre-EOI Meeting

All the interested parties are requested to go through the tentative scope of the ERP System detailed above. A Pre-EOI Meeting (for any clarification on the proposed ERP System) will be held on **29/05/2025 at 03:30 PM** before the end date of EOI submission online /offline mode at

the premises of IIIT-Allahabad for technical discussion/queries related to the requirement. Further clarification (if any) regarding any aspect of the EOI (if any) will be provided to the bidders consequently. Only the queries received on or within the date prior to the Pre-EOI meeting will be entertained and answered. All such clarifications, together with all details on which the clarification had been sought will be uploaded on the Institute website.

Responses to pre-bid queries and issue of corrigendum

- The IIIT Allahabad will endeavor to provide timely response to all queries. However, the department makes no representation or warranty as to the completeness or accuracy of any response made in good faith.
- At any time prior to the last date for receipt of bids, EOI inviting authority may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the EOI document by issuing a corrigendum.
- The corrigendum (if any) & clarifications to the queries from all parties/firms will be posted on the Institute website iiita.ac.in and emailed to all participants of the pre - EOI conference. Any such corrigendum shall be deemed to be incorporated into this EOI.
- In order to afford prospective Bidders reasonable time in which to take the corrigendum into account in preparation of their bids, IIIT Allahabad may, at its discretion, extend the last date for the receipt of EOI.

Right to Re-invite/terminate the EOI process

Director, IIIT Allahabad may re-invite/terminate the EOI process at any time without assigning any reason. Director, IIIT Allahabad makes no commitments, expression or implied that this process will result in a business transaction with anyone.

Pre-qualification evaluation criteria

I. STAGE-I

All the interested parties/vendors/firms must meet the criteria mentioned at Annexure-I, before they apply for the EOI. The bidding parties meeting the criteria must enclose their supporting

documents along with their technical proposal failing which their proposal will be summarily rejected and will not be considered any further.

II. STAGE-II

Participating parties/vendors/firms shortlisted in pre-qualification (Stage-I) will be invited for making presentation in presence of the designated Evaluation Committee of IIIT Allahabad, Prayagraj in physical/online mode, they will be given a slot of fixed time period at a later date.

The Evaluation Committee will see the presentation of ERP System proposed by the bidder and assess competency of the party/vendor/firm, their capacity of understanding the needs and sensitivity to provide services to IIIT Allahabad on below mentioned parameters

- i. Presentation of proposed ERP System for IIIT Allahabad and its features
- ii. Number of years of existence of Company
- iii. Number of Key Professionals & their post qualification experience
- iv. Number of projects with higher educational institutes / CFIs / CFTIs.
- v. Recognition / Accolades won during last 6 Years
- vi. Ability to serve IIIT Allahabad
- vii. Track-record

III. STAGE-III

1. **Pre-qualification evaluation as per above (Accept/Reject)**
2. **Technical Presentation**
 - i. Requirement Understanding (Accept/Reject)
 - ii. Concept and analysis (40 Marks)
 - iii. Project execution methodology proposed (40 marks)
 - iv. Experience as per Pre-qualification (Stage-1) (20 marks)

Technically qualified firms will be invited to participate in further tendering process. The mode of post EOI tendering process ie. Limited/Open will be decided by the Institute later on based on response of EoI .

EOI Schedules of Events

The EOI Participants are requested to note that dates mentioned in the schedule of events IIIT Allahabad reserves rights to modify these dates at any time.

S No.	Event	Timeline
1.	Publication of Expression of Interest (EOI)	22/05/2025
2.	End date of submission of Expression of Interest (EOI)	12/06/2025 12:00 PM
3.	Pre-EOI Meeting	29/05/2025 03:30 PM
4.	Opening of Expression of Interest (EOI)	12/06/2025 12:30 PM
5.	Presentation, Submission of Documents(if any) and Discussion with the Prospective Bidder/Service Provider	(Date and Time of Presentation and Discussion with the prospective Bidder/Service Provider will be communicated after opening of EOI)

Submission Process

The Technical Offer/Proposal shall include the proposed Bid of material and services on the basis of turnkey project. All the items /products/solutions required for the project should be suggested and included in the Bill of Material and Services. Interested parties/vendors/firms are requested to submit their EOI with the following details:

- a) Company profile, previous experience, and client references
- b) Technical capabilities, software architecture, security and deployment model
- c) System requirements in terms of hardware resource, operating environment, software licenses, internet bandwidth etc.
- d) Proposed implementation timeline, cost estimate, and support framework.
- e) The complete EOI shall be submitted within the stipulated date & time. No opportunity shall be given to the participant to withdraw any offer at any stage after the submission of the proposal.

Duly sealed EOI are to be submitted in the office of the Deputy Registrar (S&P), Stores & Purchase Section of IIIT Allahabad by Speed Post or physically at Tender Box kept in purchase section on or before 12/06/2025 at 12:00 P.M. Postal delay will not be entertained.

EOI document submitted by the Bidder should be concise and contain only relevant information as required under the EOI Bids shall consist of supporting proofs and documents as defined in the Pre - qualification section.

Period of validity of EOI

The proposal shall remain valid till 90 days from the date of opening of EOI. However, in exceptional circumstances, IIT-Allahabad ask for extending the period of validity and such a request shall be binding on bidders.

Note:

This EOI is for information gathering and vendor shortlisting purposes only. The Institute reserves the right to accept/reject any submission without assigning any reason. Demonstration of Proof of Concept (PoC) of the offered ERP and its functionality is essential to participate in the further process.

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ALLAHABAD**

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Checklist for Pre-Qualification Criteria

Sr. No.	Pre-Qualification Criteria	Documents to be provided	Attached (Y/N)	Page No.
1.	The prospective Bidder shall be an Indian entity registered and operating in India under the appropriate Laws of India.	Registration Certificate of Business		
2.	Bidder must have GST registration certificate issued by competent authority	Attested copy of registration certificate		
3.	Bidder must have PAN /TAN /GIR card	Attested copy of PAN/GIR/TAN card		
4.	Bidder's Details	Annexure I-1 [On the letterhead of the Bidder]		
5.	Declaration of Bidder	Annexure I-2 [On the letterhead of the Bidder]		
6.	Declaration of blacklisting/Non blacklisting	Annexure I-3 [On the letterhead of the Bidder]		
7.	Financial Capability of Bidder (The minimum average annual financial turnover of the bidder during the last three years, ending on 31 st March should be 25 Lakhs)	Annexure I-4 [On the letterhead of the Bidder]		
8.	Details of Firm's Experience of similar services	Annexure I-5 [On the letterhead of the Bidder]		
9.	6 Years prior experience in developing and deploying ERP systems in higher education institutions(preferably in IITS, NITS, IITs or AICTE-affiliated universities) successfully for a student strength of at least 3000 students.	Project Completion Certificates or Letters of Acknowledgment from client institutions		
10.	Capability in cloud-base, AI-driven ERP solutions (Preferable).	Case Studies or Project Reports outlining the scope, modules implemented, and outcomes.		

11.	Compliance with Government of India's Data Security & Privacy Regulations	<ul style="list-style-type: none"> • Declaration of compliance with the IT Act, 2000 • Affidavit of compliance with Rules under the IT (Reasonable Security Practices and Procedures and Sensitive Personal Data or Information) Rules, 2011 • Data Protection Policy. • Declaration of adherence to CERT-In's April 2022 guidelines • Any Additional Certifications or Recognitions related to ERP implementation 		
12.	Ability to provide customization, technical support, and user training	<ul style="list-style-type: none"> • Technical Proposal / Solution Architecture Document • SLA (Service Level Agreement) Template • Details of Helpdesk or Support Portal Access • Support Escalation Matrix • Mechanism of Onsite and Remote Support (with response/resolution timelines) 		

The bidder is required to submit the self-attested photocopies of the following documents along with the Technical Offer/Proposal, failing which their bids may be summarily/out rightly rejected and may not be considered:

Authorized Signatory (Signature In full): _____

Name and title of Signatory: _____

Stamp of the Company: _____

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Bidder's Details

(On the letter head of the bidder)

1	Name of the Firm/Company		
2	Name and Designation of Authorized Signatory		
3	Office Address of the Firm /Communication Address:		
4	Phone No/Mobile No:		
5	E-Mail-ID:		
6	GST registration Number:		
7	PAN Number:		
8	Firm's Bank Account details	Bank Account No.:	
		Name of the Bank:	
		IFS Code No.:	
		Name of Branch:	
Particular Details of the Bidders Representative			
10	Contact Person: Mobile No:	Name of Person:	
		Designation:	
		Tele/Mobile No:	
		Email ID:	

Authorized Signatory (Signature In full): _____

Name and title of Signatory: _____

Stamp of the Company: _____

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Details of works of similar type executed by the bidder/vendor/firm/agency

(On the letter head of the bidder)

Sl. No.	Name of the Company	Work Description	Ref. & Date of the order	Work Order Value	Contract Period	Page No

Authorized Signatory (Signature In full): _____

Name and title of Signatory: _____

Stamp of the Company: _____

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FINANCIAL CAPABILITY OF BIDDER

(On the letter head of the bidder)

Annual turnover details of the Bidder

#	Financial Year	Turnover in Indian Rupees	Page No.
A	2021-2022		
B	2022-2023		
C	2023-2024		

*Audited Balance sheet and profit & Loss account statement of the bidder for each of the above-mentioned financial year shall be submitted as supporting evidence.

Authorized Signatory (Signature In full): _____

Name and title of Signatory: _____

Stamp of the Company: _____

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**CERTIFICATE
DECLARATION REGARDING BLACKLISTING/NON-BLACKLISTING**
(On the letter head of the bidder)

I /We Proprietor / Partner (s) / Director (s) of M/shereby
declare that the firm/ company namely M/S.
.....has not
been blacklisted or debarred in the past by any organization from taking part in Government
tenders.

Or

I / We proprietor / partner (s) / Director (s) of M/S.....
hereby declare that the firm/ company namely
M/S.....was blacklisted or debarred by
any Government Department from taking part in Government EOIs for a period
of.....years w.e.f.....The period over onAnd now the firm/company is entitled to
take part in Government EOIs. In case the above information found false I / we are fully
aware that the EOI/ contract will be rejected/cancelled by the **IIIT-Allahabad**.

Authorized Signatory (Signature In full): _____

Name and title of Signatory: _____

Stamp of the Company: _____

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CERTIFICATE

DECLARATION REGARDING BLACKLISTING/NON-BLACKLISTING

(On the letter head of the bidder)

I /We Proprietor / Partner (s) / Director (s) of M/shereby
declare that the firm/ company namely M/S.
.....has not
been blacklisted or debarred in the past by any organization from taking part in Government
tenders.

Or

I / We proprietor / partner (s) / Director (s) of M/S.....
hereby declare that the firm/ company namely
M/S.....was blacklisted or debarred by
any Government Department from taking part in Government EOIs for a period
of.....years w.e.f.....The period over onAnd now the firm/company is entitled to
take part in Government EOIs. In case the above information found false I / we are fully
aware that the EOI/ contract will be rejected/cancelled by the **IIIT-Allahabad**.

Authorized Signatory (Signature In full): _____

Name and title of Signatory: _____

Stamp of the Company: _____