

# UNIVERSITY OF KERALA

**Invitation for Expression of Interest (Eoi) solicited from Govt.  
Agencies / Total Solution Provider for Examination Management  
Software**



**THIRUVANANTHAPURAM**

**July 2019**

This invitation for Expression of Interest does not call for a solicitation. The University of Kerala, reserves the right to change or cancel the requirement at any time during the EOI and/or solicitation process. University of Kerala also reserves the right to seek for other compliance norms with additional conditions as and when the final solicitation documents are issued.

## **1. About University of Kerala**

University of Kerala is the Mother University from which all the other Universities in Kerala have evolved. Our University had produced some of the very brilliant brains who have been successful both inside the country and abroad and has brought laurels to the country. University of Kerala got Maiden Chancellor's Award for Best University in the State. Kerala University ranked 22<sup>nd</sup> by National Institute Ranking Framework (NIRF) and is the top position in Kerala State.

The examination process in the University of Kerala has been evolving in the early part of the last century. It was a very efficient system then, as the number of Colleges, students and courses were limited. However, with the advent of new courses and Colleges, the student strength has increased and the old system is proving to be time consuming. Therefore, the Computerization and IT enabled service of the examination wing was started nearly a decade back.

The examination wing of the University of Kerala conducts examinations for about 700 courses every year. The number of subjects/papers for which examinations have to conduct is about 12000. University of Kerala has 42 teaching departments, School of Distance Education (SDE) and more than 200 affiliated colleges. The total number of hall tickets/mark lists issued every year is around 3 lakhs.

Any system designed to automate the process flows in the University should give due regard to its primary stake holder – Students. There are different modes of student's registration - Regular, Part Time, Lateral Entry, Research Scholars etc. Each student undergoes some selected activities in the University Examination system. This is called student life cycle of the University. A student enters in the University system through admission process, and then enrolls into a course. The student is able to get online services like matriculation, eligibility migration etc. The process of pre-examinations is online along with the advents of IT services are integrated as an extended service to the students.

The aim of the project is sharpening the IT enabled services into a single platform then optimizing in the examination process that gives better service to the students. This reduces the time lag in the examination processes and faster result processing.

Kerala University has many software solutions working as independent system, not an integrated solution in a single platform. The software developed in different programming

environment and independent platforms. So, additional efforts are required in the IT side to reduce the effort of the computerization.

## **2. Objectives of the Project**

The system should cover the following process flows in the above cycle

1. Online Admissions for all courses.
2. Student services - Matriculation and migration, Eligibility verification, Student discipline council, Provisional certificates.
3. Pre-Examinations - Exam Registration, Verification, CA Mark, Attendance etc., Teachers Index card, Integrated Examination portal with e-Payment Gateway.
4. Examinations -QR coded Nominal rolls, Online Question papers, Online Hall tickets, Bundling and Transportation management, QR coded false numbering and Online Examinations.
5. Post Examinations- Camp management, OMR based Tabulation, Results Processing and publication, Revaluation cycle and Online Evaluation of Answer Books.
6. Consolidation mark list and Degree certificates, registration to the NAD/Digilocker.
7. Integrated to online payments and University cash counter

## **3. Expression of Interest (Eoi)**

University of Kerala invites Expression of Interest (Eoi) from reputed firms located in India to develop & implement Examination Management Software for improving its Banking operations driven by the above mentioned objectives.

## **4. Objective of the Eoi**

The objective of the EOI is to shortlist suitable agencies (for handling the end-to-end activities encompassing but not limited to, the implementation of examination management software, integration with existing systems setup of all hardware, software components and interfaces of the server platform such as Operating system, Database) who would later be invited to submit detailed technical and financial tenders for the software project.

The EoI does not constitute a commitment to offer of a Contract or prospective Contract. University of Kerala shall not be liable for any cost incurred by any potential developer in preparation and submission of information in response to this EoI.

## **5. Eligibility Criteria**

- a) The participant Software development agency should give a detailed presentation.
- b) Development should be in Free and Open Source Software.
- c) Bidder should be a firm from Central/State Govt. Agencies.

## **6. Format of EoI**

Detailed response to the EoI consisting of the following:-

- a) Forwarding letter
- b) Bidder Information (as per Proforma 1)
- c) A brief Proposal on the Bidder's offerings.
- d) Presentations

## **7. Evaluation and Shortlisting**

Two-part bid system shall be adopted i.e. Technical Offer and Commercial /Price Offer. In the first stage, the Technical Offers shall be opened at the stipulated time mentioned in this document. The Commercial/Price Offers of only those parties who qualify in the first stage shall be opened.

University of Kerala reserves the right to accept or reject any or all the bidders without assigning any reason.

### **a. Proposal Evaluation**

From the time the Proposals are opened to the time the Contract is awarded, the bidder should not contact the University of Kerala on any matter related to its Technical and/or Financial Proposal. Any effort by the bidder to influence the University of Kerala in the examination, evaluation, ranking of Proposals, and recommendation for award of Contract

may result in the rejection of the bidder's Proposal. Evaluators of Technical Proposals shall have no access to the Financial Proposals until the technical evaluation is concluded.

**b. Evaluation of Technical Proposal**

The evaluation committee shall evaluate the Technical Proposals on the basis of their responsiveness to the Terms of Reference, applying the evaluation criteria, sub criteria, presentation and point system specified in the Data Sheet (to be prepared by University). Each responsive Proposal will be given a technical score (St). A Proposal shall be rejected at this stage if it does not respond to important aspects given in this document, and particularly the Terms of Reference or if it fails to achieve the minimum technical score indicated in the Data Sheet.

**c. Financial Proposals**

Following the ranking of technical Proposals, when selection is based on quality & cost basis (QCBS), the first ranked bidder is invited to negotiate its proposal and the Contract in accordance with the instructions given.

**d. Public Opening and Evaluation of Financial Proposals**

After the technical evaluation is completed the University of Kerala shall prepare a list of pre-qualified and short listed applicants for opening of their Financial Proposals. A date, Time and Venue will be notified to the Applicants for announcing the results of Technical evaluation and opening of Financial Proposals. University of Kerala will not entertain any query or clarifications from Applicants who fail to qualify at any stage of the selection process. Financial Proposals of the qualified applicants shall be opened publicly in the presence of the bidders. The Financial Proposal of bidder who does not qualify in the technical evaluation will then be inspected to confirm that their financial bids have remained sealed and unopened. The Financial Proposals of the qualified bidders shall then be opened, and the total prices read aloud and recorded. University of Kerala shall prepare a record of the public opening of Financial Proposals.

In case of QCBS, the lowest evaluated Financial Proposal (Fm) will be given the maximum financial score (Sf) of 100 points. The financial scores (Sf) of the other Financial Proposals will be computed as indicated in the Data Sheet. Proposals will be ranked according to their

combined technical (St) and financial (Sf) scores using the weights (T = the weight given to the Technical Proposal;

P = the weight given to the Financial Proposal; T + P = 1) indicated in the Data Sheet:  $S = St \times T\% + Sf \times P\%$ . The Technical score obtained shall be converted on a scale of 100 and the result then be multiplied with weightage factor (T%). The firm achieving the highest combined technical and financial score will be invited for negotiations.

#### **e. Negotiations**

Negotiations will be held at the date, time and venue announced by University. The invited bidder will, as a pre-requisite for attendance at the negotiations, confirm availability of all professional/technical staff. Failure in satisfying such requirements may result in the University of Kerala proceeding to negotiate with the next-ranked bidder. Representatives conducting negotiations on behalf of the bidder must have written authority to negotiate and conclude a Contract.

#### **f. Technical Negotiations**

Negotiations will include a discussion of the Technical Proposal, the proposed technical approach and methodology, work plan, and organization and staffing, and any suggestions made by the bidder to improve the Terms of Reference. University of Kerala and the bidder will finalize the Terms of Reference, staffing schedule, work schedule, logistics, and reporting. These documents will then be incorporated in the Contract as "Description of Services". Special attention will be paid to clearly defining the inputs and facilities required from the University of Kerala to ensure satisfactory implementation of the assignment. The University of Kerala shall prepare minutes of negotiations which will be signed by the University of Kerala and the bidder.

#### **g. Financial Negotiations**

The financial negotiations will be conducted after the technical negotiation. Negotiations will conclude with a review of the draft Contract. To complete negotiations the University of Kerala and the bidder will sign the agreed Contract. If negotiations fail, University of Kerala will invite the bidder whose Proposal received the second highest score to negotiate a contract.

#### **h. Award of Contract**

After completing negotiations, the University of Kerala shall award the Contract to the selected bidder. The bidder is expected to commence the assignment within one week after issue of Work order. However, the bidder can only commence work once the contract has been signed.

#### **8. Schedule of EoI**

Date of Issuance of EoI : 06-07-2019

Last date and time for submission of EoI : 20-07-2019 5PM

#### **The responses / queries should be addressed to:**

The Director,

Computer Centre,

University of Kerala

Queries can be mailed to

[kucc@keralauniversity.ac.in /](mailto:kucc@keralauniversity.ac.in/)

[kucc.director@keralauniversity.ac.in /](mailto:kucc.director@keralauniversity.ac.in/)

The completed EoI (along with the Proforma 1) should be sent to

The Registrar

University of Kerala

SH Campus, Palayam

Thiruvananthapuram – 34

Kerala

**Sd/-**

**Registrar**

**Proforma 1 – Bidder Information**

Contact details	
Name of the Bidder	
Address and other contact details of the Participant submitting the EoI	
Name, designation and address of the authorized legal representative and signatory of the EoI	
Name , designation , address and other contact details of the Contact person to whom all correspondence is to be addressed in respect of this EoI	
Address and contact details of Head Office in India	