

## SUPPORTING DOCUMENTS FOR 6.2.3

### 6.2.3 E-Governance Measures ERP Documents

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**1. E-governance Policy Document**

<https://aryabhattachcollege.ac.in/igac/637814157034487845Institute%20Policy%20on%20e-Governance.pdf>



2. Noting/ Quotation/ Minutes of Meeting for approval/ Letter of acceptance of Quotation of Tally ERP 9 (page 3-9)

Noting for approval of Tally ERP 9

ARYABHATTA COLLEGE

(Accounts Section)

Date: 31.07.2019

Presently, Books of Accounts (Journal, Ledger, Trial Balance, Bank Reconciliation etc.) are being maintained manually for all Accounts of the College. Accounts Section is facing difficulties preparing Budget, Revised Budget and figure out the activity position of different Budget Heads on a real-time basis as Accounts are maintained manually. Further, it is taking more time to finalize Annual Accounts (Balance Sheet) and to generate other various reports prescribed by CAG and UGC from time to time.

To overcome these challenges and improve the Accounting Management System, it is requested to procure and install a Tally ERP 9 (Multiuser) in Accounts Section, which can be customized as per the office needs.

The scope of work for Tally ERP 9:-

1. Creation of code and sub-code for all Ledger Heads and Sub Heads for all Accounts
2. Redefining the Accounting entries and process in Tally ERP to get the desired output
3. Conversion of data, collection of new data and migration of opening data (opening balance of previous year for new system, the exact format and scope will vary depending upon the customization done by the implementing agency)
4. Cleanup of data and validation of data
5. Training to all Accounts Staff
6. Customization of Tally ERP and Reports as per Accounts Section's requirement.
7. Backup of accounting data.

Submitted for approval please.

Gaurav  
31/7/19  
S.O.(A/Cs)

A.O.(A/Cs)

Principal

A committee of:

- 1) Monica Aggarwal
  - 2) Preeti Jagarwal
  - 3) Sunil Singhal
  - 4) Gaurav Garg
- to survey & recommend



## Quotation letter for Tally ERP 9 Multiuser

# RAGHAV INFO

8796 ROHTAS NAGAR SHAHDRA, DELHI-110032  
PHONE-7840053422

To  
Finance Division  
Aryabhatta College  
University Plot No. 5  
Benito Juarez Marg,  
South Campus,  
Delhi - 110021

Sub: QUOTATION FOR TALLY.ERP9 MULTIUSER

Raghav Info is an authorized Tally partner. For the work described by the officials of the college, please find the following quotation:-

S.No	Product Particulars	Price
A.	QUOTATION FOR TALLY.ERP9 MULTIUSER	54,000.00
B.	INSTALLATION CHARGES	4,000.00
C.	CUSTOMIZATION OF ACCOUNTING AS PER YOUR REQUIREMENT	12,000.00
D.	GST @18%	12,600.00
	TOTAL	82,600.00

### Terms and Conditions are as follows:-

- All the above mention work shall be under taken with 50% advance and balance 50% after completion.
- Payment can be done via account payee cheque or bank transfer.
- 6 months after sales support (only for software. Customization support charges additional)

THANKS AND REGARDS

*Pooja Saini*  
POOJA SAINI  
RAGHAV INFO  
Ph-7840053422

*Monica* *Pick* *Santosh* *Dave*



## Quotation letter for Tally ERP 9 Multiuser

### ACCOUNTING SOLUTIONS

(Authorized Tally Partner)  
402, 4<sup>TH</sup> FLOOR KUNDAN BHAWAN  
AZADPUR DELHI 110033  
Ph:- 011-47091979, 9350814008



#### QUOTATION FOR TALLY.ERP9 MULTI USER

We thank you for your interest shown in Tally ERP 9 Software and its services. On the basis of our discussion, we are pleased to submit our quotation along with terms and conditions which is as follows:-

S.No.	Product Particulars	Qty	Price
1	QUOTATION FOR TALLY.ERP9 MULTIUSER	1	54,000/-
	GST @18%		9,720/-
	<b>Total</b>		<b>63,720/-</b>

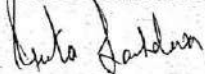
#### Services under this quotation:-

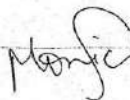
1. Creation of code and sub-code for all Ledger Heads and Sub Heads for all Accounts
2. Redefining the Accounting entries and process in Tally ERP to get the desired output
3. Conversion of data and migration of opening data (opening balance of previous year for new system)
4. Training to all Accounts Staff (3 hours training)
5. 100% GST & Income Tax Compliance software.
6. Accounting data backup process training to staff.

#### Terms and Conditions are as follows:-

- a) Payment: - 50% after installation of software and balance after training.
- b) One year online support regarding any technical fault in tally software.
- c) We need your visual software data in excel format to migrate the same in tally.
- d) One year subscription is including in Tally.ERP9 software after that you can update the subscription on chargeable basis.
- e) Feel free to visit in our office for any technical problems.

#### For ACCOUNTING SOLUTIONS

  
Geeta Sachdeva (9/08/2019)  
Business Development Manager  
9350814002, 9968911826











Quotation letter for Tally ERP 9 Multiuser

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# AHIRA INFO SOLUTIONS

To  
Aryabhatta College  
University of Delhi  
South Campus  
Delhi - 110021

**Subject** - Quotation for Tally.ERP9 Multiuser Software.

With reference to our meeting regarding implementation of Tally software at your college, we would like to thank you for giving us the opportunity for submission of quotation. As per our understanding of the work, the college requires a Tally multiuser software, staff training, implementation, opening of ledger code etc. Following are the charges for same:-

S.No.	Product Particulars	Qty	Price
1.	TALLY.ERP9 Multiuser	1	63,720/-
2.	Other allied services		15,000/-
3.	Total		78,720/-

## TERMS AND CONDITIONS

1. The above mentioned price include GST charged @ 18%.
2. One year online support free.

THANKS  
RIYA CHAUHAN

36/42 STREET NO 12, NEAR METRO PILLAR 312 PRASHANT VIHAR, PH-7217828918

Monica

Pratik

Sumit



## Minutes of Meeting for Tally ERP 9 Multiuser Dated: 19.08.2019

### ARYABHATTA COLLEGE UNIVERSITY OF DELHI

#### MINUTES OF THE MEETING

Date: 19.08.2019


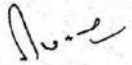
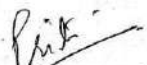
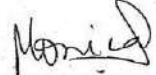
The Principal, Aryabhatta College has constituted a Committee for procurement of Tally ERP-9 (Multiuser) for Accounts Section. The following committee members were nominated for the said Committee:

1. Dr. Monica Aggarwal, Assistant Professor
2. Dr. Priti Jagwani, Assistant Professor
3. Sh. Sunil Singh Lingwal, Section Officer (Admn.)
4. Sh. Sourav Garg, STA

The Committee received three quotations as mentioned below in the Comparative Statement:-

Comparative Statement				
Sl.	Particulars	M/s. Raghav Info	M/s. Accounting Solutions	M/s. Ahira Info Solutions
1	Tally ERP-9 Multiuser	54,000/-	54,000/-	63,720/-
2	Installation Charges	4,000/-	-	-
3	Customization of Accounting as per your requirement	12,000/-	-	-
2	Other Allied services	-	-	15,000/-
2	GST@18%	12,600/-	9,720/-	GST included
	<b>Total</b>	<b>82,600/-</b>	<b>63,720/-</b>	<b>78,720/-</b>

The Committee has evaluated all the received quotations keeping in view the scope of work mentioned by Accounts Section. Accordingly, the Committee found M/s. Accounting Solutions, 402, 4<sup>th</sup> Floor Kundan Bhawan, Azadpur, Delhi-110033 as lowest one at Rs. 63,720/-. Therefore, the Committee recommended to place an order to L1 party i.e. M/s. Accounting Solutions.

 (Sourav Garg)  (Sunil Singh Lingwal)  (Dr. Priti Jagwani)  (Dr. Monica Aggarwal)

  
Principal:



## Installation E-mail for Tally ERP 9 Multiuser



accounts aryabhattachcollege.ac.in <accounts@aryabhattachcollege.ac.in>

### Installation of Tally, ERP-9, Multiuser-reg.

1 message


accounts aryabhattachcollege.ac.in <accounts@aryabhattachcollege.ac.in>  
To: accountingsolutions2008@yahoo.com

Tue, Oct 1, 2019 at 4:01 PM

Dear Sir,

Kindly find enclosed herewith letter no. AC/Accts/College software/2019/800 dated 01.10.2019 for your necessary action please.

Thanking you  
Accounts Section  
Aryabhattach College  
Benito Juarez Road  
New Delhi-110021.

 Letter no. 800 dated 01.10.2019.pdf  
546K



## Letter of acceptance of Quotation From M/s Accounting Solutions Tally ERP 9 Multiuser

**ARYABHATTA COLLEGE**  
University of Delhi



**आर्यभट्ट महाविद्यालय**  
दिल्ली विश्वविद्यालय

Ref. AC/Accts/College Software/2019/800

Date: 01.10.2019

To,  
M/s. Accounting Solutions  
402, 4<sup>th</sup> Floor Kundan Bhawan  
Azadpur, Delhi-110033.

Sir/Madam,

Your quotation for "Installation of Tally. ERP-9 Multiuser" has been accepted at your quoted rates. We are pleased to award the work as per the specifications given below:-

Sl. No.	Product Particulars	Qty.	Amount (Rs.)
01	Tally.ERP-9, Multiuser	01	54000/-
	GST@18%		9720/-
	<b>Total</b>		<b>63720/-</b>
<b>(Rupees Sixty Three Thousand Seven Hundred Twenty only)</b>			

The College will pay Rs. 63720/- inclusive of all taxes. The terms and conditions are as follows:-

1. TDS for GST and Income Tax shall be deducted as per rules.
2. 50% payment will be made after installation of the Software and balance after training.
3. One year online support towards any technical fault in tally software.

Your acceptance to the above may kindly be communicated to the College at the earliest.

*Yours faithfully,*

(Dr. Manoj Sinha)  
Principal

प्राचार्य / Principal

आर्यभट्ट महाविद्यालय / Aryabhatta College  
दिल्ली विश्वविद्यालय / University of Delhi  
बेनिटी हुआरेज रोड / Benito Juarez Road  
नई दिल्ली-110021 / New Delhi-110021

Benito Juarez Road (Anand Niketan), New Delhi- 110021 •Phone: 24110490 •Fax: 24117284

•E-mail : [admin@aryabhattachcollege.ac.in](mailto:admin@aryabhattachcollege.ac.in) • Website : [www.aryabhattachcollege.ac.in](http://www.aryabhattachcollege.ac.in)



3. Documents related to Central Public Procurement Portal (CPPP)(page 10-11)  
Email regarding creation of nodal officer account for CPPP





## Letter of Intent to use CPPP portal from NIC



**ARYABHATTA COLLEGE**  
University of Delhi

आर्यभट्ट महाविद्यालय  
दिल्ली विश्वविद्यालय

Ref No. AC/E-Procure/2018/133/

Date : 26.03.2018

Director General,  
National Informatics Centre,  
A-Block, CGO Complex, Lodhi Road,  
New Delhi - 110 003

**Subject: Intent to use NICs eProcurement Software of CPP Portal.**

Dear Sir/Ma'am,

- Aryabhata College is a University of Delhi maintained college under Section 2(f) & 12(B) of the UGC Act, 1956. Till now our college has been procuring goods and services through floating tenders in the offline mode, but as per Rule 159 of GFR 2017, it is mandatory to publish tender enquiries, corrigenda thereon and details of bid awards on the Central Public Procurement Portal (CPPP). So, Aryabhata College intends to use NICs eProcurement Software under Central Public Procurement Portal.
- Details of the Highest Competent Authority:-
  - Name : Dr. Manoj Sinha
  - Designation : Principal
  - E-Mail ID : msinhadu@yahoo.co.in
  - Contact No. : 9868877699
- Presently using any eProcurement System by the Organization : ☐ Yes ☒ No

Aryabhata College intends to use NICs eProcurement Software under Central Public Procurement Portal on an As Is where is basis. The details are provided below :-

Name of Organization	Aryabhata College
Type of Organization	Statutory Body
Approx. No. of tenders to be floated in a financial year	03
No. of tender floating locations	01, New Delhi
Expected maximum no. of bids to be received in tender	07
Special Requirements, if any	None

Thanking You,

Yours faithfully,

(Dr. Manoj Sinha)  
Principal



#### 4. Request form for tenders administration account for eProcure (page 12-16)

Government e Procurement System  
<http://eprocure.gov.in/>  
 Request Form for Tenders Administration Account for  
☐ ePublish ☒ eProcure  
<http://eprocure.gov.in/epublish/app> <https://eprocure.gov.in/eprocure/app>

Personal Details:	
1. Title*: Mr/Mrs/Ms/Dr/Sri	Mr.
2. First Name*: Last Name*:	PANKAJ KUMAR
3. Date of Birth*: DD/MM/YYYY	19.10.1985
4. Login ID * say abc@gmail.com :	pankajkumar.du@gmail.com
5. Organisation Name*:	ARYABHATTA COLLEGE
6. Dept/Circle*:	UNIVERSITY OF DELHI
7. Division*:	ADMINISTRATION
8. Designation*:	ASSISTANT
9. Hint Question *:	— need not be filled up
10. Hint Answer *:	— need not be filled up
11. Address 1*:	Benito Juarez Road, Anand Niketan,
12. Address 2 :	
13. District:	SOUTH
14. City *:	NEW DELHI
15. Pincode :	110021
16. Alternate email id*:	pankajkumar@live.com
17. Phone: 91: STD: 011 No: 24110490	
18. Fax: 91: STD: 011 No: 24117284	
19. Mobile: 9911776233	
20. User Roles	Tender Creator / Publisher/ Bid Opener / Evaluator
(Select one or more as applicable) ** ePublish Module is having only Two roles Tender Creator and Publisher	

Date: 13/03/2018



Signature of Tender Inviting Authority

Name : Dr. Manoj Sinha

Principal

आर्यभट्ट महाविद्यालय/Aryabhatta College

यूनिवर्सिटी ऑफ़ दिल्ली/University of Delhi

बेनिटो जुआरेज रोड/Benito Juarez Road

नई दिल्ली-110021/New Delhi-110021

**Notes:** The requested tenders administration accounts details will be communicated to the Government e Procurement System Tenders Portal. The sole responsibility of the accuracy and validity of User information/ Contents in the Tender documents shall rest with the authorized user of the Account i.e. the concerned Tender Inviting Authority is responsible for Tender Administration. NIC shall be responsible only for ensuring the system performance and security



## Request form for tenders administration account for eProcure

Government e Procurement System  
<http://eprocure.gov.in/>  
 Request Form for Tenders Administration Account for  
☐ ePublish ☒ eProcure  
<http://eprocure.gov.in/epublish/app> <https://eprocure.gov.in/eprocure/app>

Personal Details:	
1. Title*: Mr/Mrs/Ms/Dr/Sri	Mr.
2. First Name*: SUNIL SINGH	
Last Name*: LINGWAL	
3. Date of Birth*: DD/MM/YYYY	10-08-1971
4. Login ID * say abc@gmail.com :	lingwalssd@gmail.com
5. Organisation Name*:	ARYABHATTA COLLEGE
6. Dept/Circle*:	UNIVERSITY OF DELHI
7. Division*:	ADMINISTRATION
Designation*:	SECTION OFFICER
8. Hint Question *:	- need not be filled up
9. Hint Answer *:	- need not be filled up
10. Address 1*:	Benito Juarez Road, Anand Niketan
11. Address 2 :	
12. District:	South
13. City*:	New Delhi
Pincode:	110021
14. Alternate email id*:	sunilingwal@gmail.com
15. Phone: 91: STD: 011 No:	24110490
16. Fax: 91: STD: 011 No:	24117284
17. Mobile:	9810994429
18. User Roles	Tender Creator / Publisher / Bid Opener / Evaluator
19. (Select one or more as applicable) ** ePublish Module is having only Two roles Tender Creator and Publisher	
20.	

Date: 13/03/2018



Signature of Tender Inviting Authority

Name : DR. MANOJ SINHA

प्राचार्य/Principal

आर्यभट्ट महाविद्यालय/Aryabhatta College

University of Delhi

बेनिटो हुआरेज रोड/Benito Juarez Road

New Delhi-110021

Note: The requested tenders administration accounts details will be communicated by email.

Disclaimer: This account is meant for publishing and maintaining the Tenders information on Government e Procurement System Tenders Portal. The sole responsibility of the accuracy and validity of User information/ Contents in the Tender documents shall rest with the authorized user of the Account i.e. the concerned Tender Inviting Authority is responsible for Tender Administration. NIC shall be responsible only for ensuring the system performance and security



## Request form for tenders administration account for eProcure

Government e Procurement System <a href="http://eprocure.gov.in/">http://eprocure.gov.in/</a>	
Request Form for Tenders Administration Account for	
<input type="checkbox"/> ePublish <a href="http://eprocure.gov.in/epublish/app">http://eprocure.gov.in/epublish/app</a>	<input checked="" type="checkbox"/> eProcure <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a>

<b>Personal Details:</b>	
1. Title*: Mr/Mrs/Ms/Dr/Sri	Mrs.
2. First Name*:	ANJU
Last Name*:	AGGARWAL
3. Date of Birth*: DD/MM/YYYY	08.06.1970
4. Login ID * say abc@gmail.com :	anjuaggarwal.du@gmail.com.
5. Organisation Name*:	ARYABHATTA COLLEGE
6. Dept/Circle*:	University of Delhi
7. Division*:	Administration
Designation*:	Administration officer
8. Hint Question *:	- need not be filled up
9. Hint Answer *:	- need not be filled up
10. Address 1*:	Benito Juarez Road, Anand Niketan
11. Address 2 :	-
12. District:	SOUTH
13. City *:	Pincode : 110021
14. Alternate email id*:	-
15. Phone: 91: STD: 011 No:	24110490
16. Fax: 91: STD: 011 No:	24117284
17. Mobile:	9818762760
18. User Roles	Tender Creator / Publisher / Bid Opener / Evaluator
19. (Select one or more as applicable) ** ePublish Module is having only Two roles Tender Creator and Publisher	
20.	

Date: 13/03/2018



Seal:

Signature of Tender Inviting Authority

Name: DR. MANOJ SINHA

प्राचार्य/Principal

आर्यभट्ट महाविद्यालय/Aryabhatta College

यूनिवर्सिटी ऑफ़ दिल्ली/University of Delhi

बेनिटो हुआरेज रोड/Benito Juarez Road

एनएन 110021/Anand Niketan Delhi-110021

Note: The requested tenders administration accounts details will be communicated to the concerned user only.

**Disclaimer:** This account is meant for publishing and maintaining the Government e Procurement System Tenders Portal. The sole responsibility of the accuracy and validity of User information/ Contents in the Tender documents shall rest with the authorized user of the Account i.e. the concerned Tender Inviting Authority is responsible for Tender Administration. NIC shall be responsible only for ensuring the system performance and security



## Request form for tenders administration account for eProcure

Government e Procurement System  
<http://eprocure.gov.in/>  
 Request Form for Tenders Administration Account for  
☐ ePublish ☒ eProcure  
<http://eprocure.gov.in/epublish/app> <https://eprocure.gov.in/eprocure/app>

Personal Details:	
1. Title*: Mr/Mrs/Ms/Dr/Sri	Mr
2. First Name*: Last Name*:	LOKESH
3. Date of Birth*: DD/MM/YYYY	30-12-1987
4. Login ID * say abc@gmail.com :	Lokesh.301987@gmail.com
5. Organisation Name*:	ARYABHATTA COLLEGE
6. Dept/Circle*:	UNIVERSITY OF DELHI
7. Division*:	ACCOUNTS
8. Hint Question*:	Designation*: SENIOR ASSISTANT
9. Hint Answer*:	need not be filled up
10. Address 1*:	need not be filled up
11. Address 2 :	Bentto Jurez Road, Anand Niketan
12. District:	SOUTH
13. City*:	NEW DELHI
14. Alternate email id*:	Pincode: 110021
15. Phone: 91: STD: No:	Lokesh.120630@gmail.com
16. Fax: 91: STD: No:	24110490
17. Mobile:	24117284
18. User Roles	Tender Creator / Publisher / Bid Opener / Evaluator
19. (Select one or more as applicable) ** ePublish Module is having only Two roles Tender Creator and Publisher	
20.	

Date: 15/03/2018

Signature of Tender Inviting Authority

Name: Dr. MANOJ SINHA



Note: The requested tenders administration accounts details will be communicated by email

Disclaimers: This account is meant for publishing and maintaining the Tenders information on Government e Procurement System Tenders Portal. The sole responsibility of the accuracy and validity of User information/ Contents in the Tender documents shall rest with the authorized user of the Account i.e. the concerned Tender Inviting Authority is responsible for Tender Administration. NIC shall be responsible only for ensuring the system performance and security



## Request form for tenders administration account for eProcure

<b>Government e-Procurement System</b> <a href="https://eprocure.gov.in/">https://eprocure.gov.in/</a> Request Form for Nodal Officer Account for	
<input type="checkbox"/> ePublish <a href="https://eprocure.gov.in/epublish/app">https://eprocure.gov.in/epublish/app</a>	<input checked="" type="checkbox"/> eProcure \$ <a href="https://eprocure.gov.in/eprocure/app">https://eprocure.gov.in/eprocure/app</a>

<b>Personal Details:</b>	
1. Title*: Mr/Mrs/Ms/Dr/Sri	Dr.
2. First Name*:	MANOJ
Last Name*:	SINHA
3. Date of Birth*: DD/MM/YYYY	10.11.1965
4. Login ID * say abc@gmail.com :	msinhadu@yahoo.co.in
5. Organisation Name*:	ARYABHATTA COLLEGE
6. Dept/Circle*:	UNIVERSITY OF DELHI
7. Division*:	—
Designation*:	PRINCIPAL
8. Hint Question *:	—
9. Hint Answer *:	—
10. Address 1*:	Benito Juarez Road, Anand Niketan
11. Address 2 :	—
12. District:	SOUTH
13. City *:	NEW DELHI
Pin code :	110021
14. Alternate email id*:	—
15. Phone: 91: STD: 011 No:	24110490
16. Fax: 91: STD: 011 No:	24117284
17. Mobile:	9868877699
18. User Roles:	NODAL Officer

# - For Publishing of Tender Enquiries of value below 2 lakhs, and Bid submission will be manual.

\$ - For Publishing of Tender Enquiries of value above 2 lakhs, and Bid submission will be online.

Date: 13/03/2018

Seal:



Signature of Nodal Officer

Name: Dr. MANOJ SINHA

Principal

Note: The requested tenders administration accounts details will be communicated to the college.


Disclaimer: This account is meant for publishing and maintaining the Tenders information on Government e Procurement System Tenders Portal. The sole responsibility of the accuracy and validity of User information/ Contents in the Tender documents shall rest with the authorized user of the Account i.e. the concerned Tender Inviting Authority is responsible for Tender Administration. NIC shall be responsible only for ensuring the system performance and security.

Please send the soft copy of the Nodal Officer Form to [cppp-nic@nic.in](mailto:cppp-nic@nic.in)



5. Organisational structure requirement of tendering (page 17-22)

ORGANISATIONAL STRUCTURE REQUIREMENT OF TENDER FLOATING LOCATIONS IN 5 LEVELS FOR EPROCURE.GOV.IN MAPPING					
SI.NO	LEVEL 0	LEVEL 1	LEVEL 2	LEVEL 3	LEVEL 4
1	Ministry of Human Resource Development	University Grants Commission	University of Delhi	Aryabhata College	Administration
2					Accounts
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					

  
 प्राचार्य/Principal  
 आर्यभट्ट महाविद्यालय/Aryabhata College  
 दिल्ली विश्वविद्यालय/University of Delhi  
 बेनिटो हुआरेज रोड/Benito Juarez Road  
 नई दिल्ली-110021/New Delhi-110021



## 18



# APPLICATION FORM - SIGNATURE / ENCRYPTION CERTIFICATE

FOR GOVERNMENT ORGANIZATION



Application ID: (S) [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] (E) [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]

(For Office Use Only)

PLEASE FILL IN BLOCK LETTERS ONLY. ALL FIELDS ARE MANDATORY

More Instructions available at: <http://www.e-mudhra.com/instruction.html>

## APPLICANT INFORMATION

LASTNAME	FIRST NAME	MIDDLE NAME
	LOKESH	
Date of Birth	30/12/1987	Gender <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female Nationality <u>INDIAN</u>
Organisation Name	ARYABHATTA COLLEGE	
Department	ACCOUNTS	
Org Address	BENITO JUAREZ ROAD ANAND	
	NIKETAN	
City	NEW DELHI	Pin code 110021
State	NEW DELHI	
PAN of Applicant	ADWP12079F	Mobile 9717946912
Email ID	02R08N301987@gmail.com	



### CLASS:

☐ Class 1 ☐ Class 2 ☒ Class 3

### TYPE:

☐ Signature ☐ Encryption ☒ Combo

### VALIDITY:

☐ 1 Year ☒ 2 Years

## DOCUMENT PROOF (Attested by Authorized Signatory of the Organization)

Document required:

- ☒ Copy of Applicant's Government ID Card / Letter from Organization / Pay Slip
- ☒ Authorized Signatory Organisational ID Card / Self-Attested Letter of Organizational Identity
- ☒ Copy of PAN Card of Applicant, if PAN provided

## DECLARATION BY APPLICANT

I hereby agree that I have read and understood the provisions of e-Mudhra Certification Practice Statement (CPS) and the subscriber agreement and will abide by the same. The information provided in this form is true & correct to the best of my knowledge. I accept publishing my certificate information in e-Mudhra repository. I am aware of risks associated in case of Class 1 Certificate, when storing the private key on a device other than a FIPS 140-1/2 validated cryptographic module.

Date 05/04/2018  
Place NEW DELHI

Signature of the applicant  
(As in ID proof / Blue Ink Only)

## AUTHORIZATION

I hereby authorize this application on behalf of the organization. I hereby confirm the mobile number of Applicant given above. In case of class 3, I confirm the Physical Verification of Applicant.

Authorized Signatory [Signature]

## TO BE FILLED BY RA OFFICE ONLY

I declare that the applicant has provided correct information in this application form. I have checked and verified the application form and supporting documents. I hereby take full responsibility for any wrong verification made, or wrong documents submitted for the application.

भारतीय मूलविज्ञान/ARYABHATTA College  
इसवी विविद्यालय/University of Delhi  
बेनितो हुआरेज रोड/Benito Juarez Road  
नई दिल्ली-110021/New Delhi-110021

Date [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]

RA Name, Code & Seal

Signature of RA

Please send to - B392, FIRST FLOOR, NIRMAN VIHAR, New Delhi -110092 011-43017916

eMudhra Limited, 3rd Floor, Sai Arcade, 56, Outer Ring Road, Deverabeesanahalli, Opp Intel, Bangalore 560 103.  
Karnataka. Phone : +91 80 4336 0000 Fax : +91 80 4227 5305. Email : [info@e-Mudhra.com](mailto:info@e-Mudhra.com) Website: [www.e-Mudhra.com](http://www.e-Mudhra.com).



# **A** APPLICATION FORM - SIGNATURE / ENCRYPTION CERTIFICATE

FOR GOVERNMENT ORGANIZATION



Application ID: (S) [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] (E) [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]

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More Instructions available at: <http://www.e-mudhra.com/instruction.html>

## **APPLICANT INFORMATION**

LASTNAME FIRST NAME MIDDLE NAME

ALGARWAL ANJU

Date of Birth 08061970 Gender ☐ Male ☒ Female Nationality INDIAN

Organisation Name ARYABHATTA COLLEGE

UNIVERSITY OF DELHI

Department ADMINISTRATION

Org Address BENITO JUAREZ ROAD

AMAND NIKETAN

City NEW DELHI Pin code 110021

State DELHI

PAN of Applicant [ ] [ ] [ ] [ ] [ ] [ ] Mobile 9818762760

Email ID anjuaggargwal.du@gmail.com



## **CLASS:**

☐ Class 1 ☐ Class 2 ☒ Class 3

## **TYPE:**

☐ Signature ☐ Encryption ☒ Combo

## **VALIDITY:**

☐ 1 Year ☒ 2 Years

## **DOCUMENT PROOF** (attested by Authorized Signatory of the Organization)

### **Document required:**

- ☒ Copy of Applicant's Government ID Card / Letter from Organization / Pay Slip
- ☒ Authorized Signatory Organisational ID Card / Self-Attested Letter of Organizational Identity
- ☒ Copy of PAN Card of Applicant, if PAN provided

## **DECLARATION BY APPLICANT**

I hereby agree that I have read and understood the provisions of e-Mudhra Certification Practice Statement (CPS) and the subscriber agreement and will abide by the same. The information provided in this form is true & correct to the best of my knowledge. I accept publishing my certificate information in e-Mudhra repository. I am aware of risks associated in case of Class 1 Certificate when storing the private key on a device other than a FIPS 140-1/2 validated cryptographic module.

Date 05/04/2018

Place NEW DELHI

Signature of the applicant  
(As in ID proof / Blue Ink Only)

## **AUTHORIZATION**

I hereby authorize this application on behalf of the organization. I hereby confirm the mobile number of Applicant given above. In case of class 3, I confirm the Physical Verification of Applicant.

प्रधान/Principal  
आर्यभट्ट महाविद्यालय/Aryabhatta College  
दिल्ली विश्वविद्यालय/University of Delhi  
बेनिटो जुआरेज रोड/Benito Juarez Road  
दिल्ली-110021/New Delhi-110021

## **TO BE FILLED BY RA OFFICE ONLY**

I declare that the applicant has provided correct information in this application form. I have checked and verified the application and take full responsibility for any wrong verification made, or wrong documents submitted for the application.

Date [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]

RA Name, Code & Seal

Signature of RA

Please send to - B392, FIRST FLOOR, NIRMAN VIHAR, New Delhi -110092 011-43017916

eMudhra Limited, 3rd Floor, Sai Arcade, 56, Outer Ring Road, Deverabeesanahalli, Opp Intel, Bangalore 560 103.  
Karnataka. Phone : +91 80 4336 0000 Fax : +91 80 4227 5306. Email : [info@e-Mudhra.com](mailto:info@e-Mudhra.com) Website: [www.e-Mudhra.com](http://www.e-Mudhra.com).



# APPLICATION FORM - SIGNATURE / ENCRYPTION CERTIFICATE



FOR GOVERNMENT ORGANIZATION

Application ID: (S) [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] (E) [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]

(For Office Use Only)

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More Instructions available at: <http://www.e-mudhra.com/instruction.html>

## APPLICANT INFORMATION

LASTNAME FIRST NAME MIDDLE NAME  
LINGWAL SUNIL SINGH

Date of Birth 00081971 Gender ☒ Male ☐ Female Nationality INDIAN

Organisation Name ARYABHATTA COLLEGE  
UNIVERSITY OF DELHI

Department ADMINISTRATION

Org Address BENITO JUAREZ ROAD

ANAND NIKETAN

[ ] [ ]

City NEW DELHI Pin code 110021

State DELHI

PAN of Applicant ACCPL0864D Mobile 9810994429

Email ID lingwalsunil@gmail.com



## CLASS:

☐ Class 1 ☐ Class 2 ☒ Class 3

## TYPE:

☐ Signature ☐ Encryption ☒ Combo

## VALIDITY:

☐ 1 Year ☒ 2 Years

## DOCUMENT PROOF (attested by Authorized Signatory of the Organization)

Document required:

- ☒ Copy of Applicant's Government ID Card / Letter from Organization / Pay Slip
- ☒ Authorized Signatory Organisational ID Card / Self-Attested Letter of Organizational Identity
- ☒ Copy of PAN Card of Applicant, if PAN provided

## DECLARATION BY APPLICANT

I hereby agree that I have read and understood the provisions of e-Mudhra Certification Practice Statement (CPS) and the subscriber agreement and will abide by the same. The information provided in this form is true & correct to the best of my knowledge. I accept publishing my certificate information in e-Mudhra repository. I am aware of risks associated in case of Class 1 Certificate, when storing the private key on a device other than a FIPS 140-1/2 validated cryptographic module.

Date 05/04/2018

Place NEW DELHI

Signature of the applicant  
(As in ID proof / Blue ink Only)

## AUTHORIZATION

I hereby authorize this application on behalf of the organization. I hereby confirm the mobile number of Applicant given above. In case of class 3, I confirm the Physical Verification of Applicant.

Authorized Signatory (Sign and Seal)  
Principal/Principal  
Aryabhatta College

University of Delhi  
Benito Juarez Road  
New Delhi-110021

## TO BE FILLED BY RA OFFICE ONLY

I declare that the applicant has provided correct information in this application form. I have checked and verified the application form and supporting documents. I take full responsibility for any wrong verification made, or wrong documents submitted for the application.

Date [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]

RA Name, Code & Seal

Signature of RA

Please send to - B392, FIRST FLOOR, NIRMAN VIHAR, New Delhi -110092 011-43017916

eMudhra Limited, 3rd Floor, Sai Arcade, 56, Outer Ring Road, Deverabeesanahalli, Opp Intel, Bangalore 560 103.  
Karnataka. Phone : +91 80 4338 0000 Fax : +91 80 4227 5306. Email : [info@e-mudhra.com](mailto:info@e-mudhra.com) Website: [www.e-mudhra.com](http://www.e-mudhra.com).



# APPLICATION FORM - SIGNATURE / ENCRYPTION CERTIFICATE



FOR GOVERNMENT ORGANIZATION

Application ID: (S) [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] (E) [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]

(For Office Use Only)

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More Instructions available at: <http://www.e-mudhra.com/instruction.html>

## APPLICANT INFORMATION

LAST NAME	FIRST NAME	MIDDLE NAME
KUMAR	PANKAJ	
Date of Birth	Gender	Nationality
19/06/98	<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	INDIAN
Organisation Name	Department	
ARYABHATTA COLLEGE	ADMINISTRATION	
Org Address	City	
BENITO JUAREZ ROAD	NEW DELHI	
ANAND NIKETAN	Pin code	
	110021	
State	PAN of Applicant	Mobile
DELHI		9911776233
Email ID		
pankaj.kumar.du@gmail.com		



## CLASS:

☐ Class 1 ☐ Class 2 ☒ Class 3

## TYPE:

☐ Signature ☐ Encryption ☒ Combo

## VALIDITY:

☐ 1 Year ☒ 2 Years

## DOCUMENT PROOF (Attested by Authorized Signatory of the Organization)

### Document required:

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Date 05/04/2018

Place NEW DELHI

Signature of the applicant  
(As in ID proof / Blue Ink Only)

## AUTHORIZATION

I hereby authorize this application on behalf of the organization. I hereby confirm the mobile number of Applicant given above. In case of class 3, I confirm the Physical Verification of Applicant.

Authorized Signatory / Principal  
Principal, Aryabhatta College  
Benito Juarez Road  
University of Delhi  
New Delhi - 110021

## TO BE FILLED BY RA OFFICE ONLY

I declare that the applicant has provided correct information in this application form. I have checked and verified the application form and supporting documents. I hereby take full responsibility for any wrong verification made, or wrong documents submitted for the application.

Date [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]

RA Name, Code & Seal


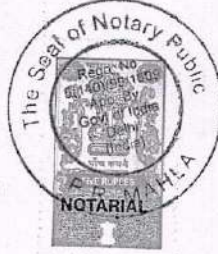
Signature of RA

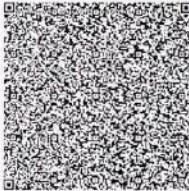
Please send to - B392, FIRST FLOOR, NIRMAN VIHAR, New Delhi - 110092 011-43017916

eMudhra Limited, 3rd Floor, Sai Arcade, 56, Outer Ring Road, Deverabeesanahalli, Opp Intel, Bangalore 560 103.  
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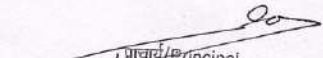



6. Agreement between Aryabhata College and Bright ways Consultants for maintenance of college software (page 23-31)


 सत्यमेव जयते	<b>INDIA NON JUDICIAL</b> <b>Government of National Capital Territory of Delhi</b> <b>e-Stamp</b>	
Certificate No.	: IN-DL26973957673958P	
Certificate Issued Date	: 05-Sep-2017 01:48 PM	
Account Reference	: IMPACC (IV)/ dl708903/ DELHI/ DL-DLH	
Unique Doc. Reference	: SUBIN-DL70890355553440005452P	
Purchased by	: Bright Ways Consultants	
Description of Document	: Article 5 General Agreement	
Property Description	: NA	
Consideration Price (Rs.)	: 0 (Zero)	
First Party	: Bright Ways Consultants	
Second Party	: Aryabhata College	
Stamp Duty Paid By	: Bright Ways Consultants	
Stamp Duty Amount(Rs.)	: 50 (Fifty only)	



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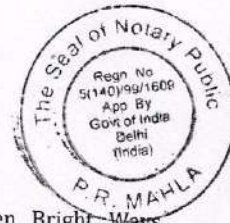
  
Principal  
आर्यभट्ट महाविद्यालय/Aryabhata College  
दिल्ली विश्वविद्यालय/University of Delhi  
बेनिटो जुआरेज रोड/Benito Juarez Road  
नई दिल्ली-110021/New Delhi-110021

  
The Seal of Notary Public  
Regn No 5(140)/99/1688  
App By Govt of India  
Delhi (India)  
P.R. MAHLA

For Bright Ways Consultants  
  
Proprietor

**Statutory Alert:**  
1. The authenticity of this Stamp Certificate should be verified at 'www.stampstamp.com'. Any discrepancy in the details on this Certificate or on any website, for the public users is disallowed.  
2. The duty is payable on the property in the name of the certificate.  
3. In case of any discrepancy, please inform the Commission Authority.





This agreement is made on the 5th of September 2017 between Bright Ways Consultants has its Registered Office at 345, Vardhman Fortune Mall, Community Centre, G.T. Karnal Road, Near Gujranwala Town, Delhi-110033 (Hereinafter referred to as "Vendor") and M/s Aryabhata College(A University of Delhi College) having its registered office at Benito Juarez Road (Anand Niketan), New Delhi-110021. (Hereinafter referred to as "Vendee"); hereby agreed by and between the parties hereto as follows:

### 1. ENGAGEMENT

Vendor has approached to Vendee for development and maintenance of the college Management Software. This does not constitute any partnership between Vendee and Vendor but is an arrangement. Be it clearly understood and agreed that by this agreement that no relationship of employer and employees will come into existence between Vendee and the employees of Vendor.

### 2. RESPONSIBILITIES OF VENDOR

Vendor shall treat all information / data / documents received by or discussed with Vendee as confidential and not to communicate such information in any written, verbal or electronic form without prior written consent from Vendee. Vendor will undertake all necessary and reasonable actions to safeguard Vendee's confidential and proprietary information from third parties.

Vendor will deploy the College Management Software on pre agreed and mutually acceptable Servers (Virtual Private servers or on NIC).

Vendor or Vendee both (As per agreement) shall have to maintain the server policy and its performance of its obligations under this agreement use its best endeavor to promote the interests of Vendee.

Vendor Will be responsible to give the training to College Staff(Who is appointed to maintain the College Management Software) to upload & modify the contents and data for the regular change.

If data not available in MS excel format will be converted by the vendor.

### 3. ASSIGNMENT

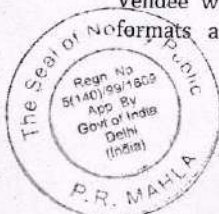
Vendor will not, without the prior consent in writing of Vendee, enhancement or modification in the functionality of the College Management Software. Any assignment without written consent of Vendee or vice versa would be void.

### 4. SETUP TIME

Vendor requires two Months to upload the College Management Software on the server after agreement signed up to start operation.

### 5. RESPONSIBILITIES OF VENDEE

Vendee will make available to the Vendor such proprietary stationery, software, formats and specifications and other documents as they may require in the



प्रमुख/Principal  
आर्यभट्ट महाविद्यालय/Aryabhata College  
दिल्ली विश्वविद्यालय/University of Delhi  
बेनिटी हुआरेज रोड/Benito Juarez Road  
नई दिल्ली-110021/New Delhi-110021

For Bright Ways Consultants

Proprietor





performance of its duties and Vendor shall, whenever required by Vendee, account for all such stationery, software, formats and specifications and other documents received by it from Vendee and will be responsible for the safe custody thereof and return all unused material on termination or cessation of this Agreement.

Vendee will compensate Bright Ways for services rendered for the College Management Software development and maintenance as mentioned in clause 9.

Vendee will make available to Vendor, all necessary technical requirement document, trained Data Entry Operators, Single Person of Contact (SPOC), Computer Hardware and other resources which are required to operate the fully functioned College Management Software.

All data (To who need to call) will be provided by Vendee in MS Excel Format if available.

#### 6. SCOPE OF WORK

**Broad scope/modules of the project are as follows:**

1. Admission module.
2. Time table module.
3. Attendance module.
4. Online student information system.
5. Stock and inventory management system.
6. Leave management system.
7. Financial accounting system.
8. Payroll software with NPS.
9. Training to College staff for content upload/management.
10. User management including super user/admin user for each module. Facility for creating user hierarchy from admin section with rights to grant/modify privileges and roles/permissions to users.
11. 1-year maintenance of the college management software with rectification of errors, addition or upgradation after deployment of software.

❖ The above list is not exhaustive

#### Important Features required:

##### 1. Complete Module of Student lifecycle & employee management: -

###### a) Admission & Fee collection module

- Online admission form
- Optional papers selection for 1<sup>st</sup> year students.
- Admission fee, examination fee & misc. fee collection.

#### REPORTS:

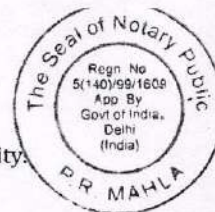
- o Admission related reports
- o Category wise report



आर्यभट्ट महाविद्यालय/Aryabhatta College  
दिल्ली विश्वविद्यालय/University of Delhi  
बेनिटो हुआरेज रोड/Benito Juarez Road  
नई दिल्ली-110021/New Delhi-110021

For Bright Ways Consultants  
Proprietor





- o Other reports related to planning unit/stat unit of University.
- b) Time table module**
  - Room wise, teacher wise time table.
  - Room wise, teacher wise course wise, paper wise time table reports.
  - List of vacant rooms.

- c) Attendance and internal assessment module.**
  - Monthly attendance entry by faculty.
  - Automatic attendance marks calculation at the end of each semester.
  - One paper-multiple faculty implementation in attendance.
  - Benefit of ECA/Medical/Sports etc. may be implemented as per University rules.
  - Proper implementation of attendance of optional papers.
  - Internal assessment entry by faculty.
  - Generation of blank internal assessment sheets.
  - Separate entry of attendance, class test and assignment in internal assessment.

**REPORTS:**

- o Consolidated attendance
- o Month wise attendance
- o Short attendance
- o Other reports related to planning unit/stat unit of University.
- o Internal assessment report

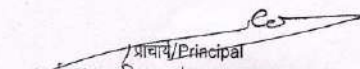
- d) Online student portal.**
  - Monthly attendance of the student, course wise and subject wise.
  - Internal assessment marks of the student.
  - Student notice board to display notices to the students.
  - Option to choose optional papers from the portal i.e. GE, DSE etc.
  - Students may also see their papers for the semester.
  - All type of certificates like provisional certificate, College leaving certificate, bonafide certificate etc.


**REPORTS:**

- o Monthly attendance report – course wise and subject wise.
- o Internal assessment report.

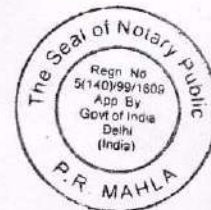
- e) Employee management module.**
  - Employee profile.
  - Employee ID and password management.
  - Employee leave management – Teaching and Non-Teaching as per University of Delhi rules.



  
प्रधान/Principal  
आर्यभट्ट महाविद्यालय/Aryabhatta College  
दिल्ली विश्वविद्यालय/University of Delhi  
बेनिटो हुआरेज रोड/Benito Juarez Road  
नई दिल्ली-110021/New Delhi-110021

For Bright Ways Consultants  
  
Proprietor





**REPORTS:**

- o AISHE TIF report
- o Leave report of each employee.

**f) Stock and inventory management.**

- Management of consumable and non-consumable items.
- Management of bills, AMC etc.
- Issue & return of laptops to the students.

**REPORTS:**

- o Report of Stock in hand.
- o Report of stock required.

**2. Complete Module of Cashier, Accounting & Payroll packages: -**

**a) Cashier Software with Imprest accounting**

- Day to day Payment & receipt transactions
- Journal Book
- Cash Book
- Imprest Account
- Advances viz. Festival, Computer etc.
- College accounts
- Students Fund Accounts
- Salary Accounts
- Details of encashed Cheques
- Monthly general voucher
- Ledger Heads
- Bank accounts
- Receipt & payments
- Feeding of Vouchers
- Trial balance with opening balance
- Trial balance with opening balance- receipt & payments
- Trail Advance
- Bank reconciliation etc.

**REPORTS:**

- o Master list
- o Pay Master list
- o Receipt List
- o Payment list
- o Ledger, Specific Ledger
- o Consolidated Balance Sheet

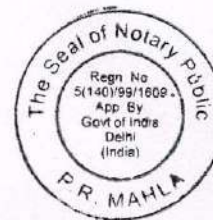
**b) Financial Accounting**

- Receipt and payment account
- Income and expenditure account



प्राचार्य/Principal  
आर्यभट्ट महाविद्यालय/Aryabhata College  
दिल्ली विश्वविद्यालय/University of Delhi  
बेनिटो हुआरेज रोड/Benito Juarez Road  
नई दिल्ली-110021/New Delhi-110021





- Journal
- Ledger
- Trial Balance
- Budget allocation
- Balance sheet with schedules
- Budgets/Estimate Budget
- Final Accounts
- Bank Reconciliation statement
- Recurring and Non-recurring accounts

**REPORTS:**

- o Delhi university various quarterly, half yearly & annual reports
- o UGC various quarterly, half yearly & annual reports
- o Budget/ Estimate Budget reports
- o Final accounts
- o Receipt and payment statements
- o Income and Expenditure statements etc.

**c) Payroll, New Pension Scheme & Income tax**

- Pay and Salary
- Pay Arrears
- DA arrears
- Bonus
- Salary Register
- 7th CPC and Arrears
- Email & SMS salary slip services
- Statement of Earnings and Deductions (Head wise)
- CPF & GPF
- New Pension Scheme Register
- Income Tax

**REPORTS:**

- o Quarterly, Half yearly and Annual salary statement
- o Allowances, Earnings and deductions reports
- o Salary/Wages variance report
- o Form-16
- o Annual & Monthly UGC Budget statement

**d) Pension with Income Tax**

- Pension
- Annual and monthly UGC Budget
- Pay Arrears
- DA Arrears

**REPORTS:**

- o Pension Register
- o Monthly pensioner individual statement
- o Monthly, Quarterly & Yearly Pensioner summery
- o Monthly Pension Slip
- o Bank Reports
- o Arrear interest reports



आर्यभट्ट महाविद्यालय/Principala  
दिल्ली विश्वविद्यालय/University of Delhi  
बेनियो ह्युआरेज रोड/Benito Juarez Road  
नई दिल्ली-110021/New Delhi-110021

For Bright Ways Consultants  
Proprietor





- o Forms-16
- o Forms-16AA
- o DA and Pension Arrear reports

**e) Provident Fund (P.F)**

- PF Account
- PF Register
- Statement of Account
- Loan/Advance Statement
- Withdrawal Statement
- P.F. Ledger
- PF Interest
- PF Pass book

**f) TDS/GST provisions**


- Payment of terms
- List of Income Tax-IX
- List of Income Tax (16A)
- Form No.-IX
- Form No. 16A
- Form DVAT-43
- Details of Tax
- VAT Return

**# In addition to above the vendor must also implement the functionality as described in their tender documents.**

**7. Warranties and Liability:**

- (a) After being awarded this assignment the selected bidder will carry out a detailed requirement analysis with the committee, for finalizing the graphical layout of the software.
- (b) Training should be provided to Aryabhata College staff for management of Administrative Interface.
- (c) The Developer should provide **1 year technical maintenance** for the software which should essentially mean rectification of errors and correction or addition of contents after deployment of the software.
- (d) The bidder will warrant that the College management software will be free of programming errors and defects in workmanship and materials, and that it will be in full conformity with the specifications. Any shortcomings noticed or identified by the Aryabhata College in this regard will make the bidder liable to penalties and the bidder will be required to rectify the defects promptly at own expense.
- (e) The bidder further warrants that it has obtained all required registrations, permissions and consents from all third parties necessary to deliver the College management software, background technology and deliverables.



For Bright Ways Consultants  
  
Proprietor





- (f) The bidder expressly warrants that the College management software does not contain any protective feature designed to restrict or prevent its use by the Aryabhata College.
- (g) The bidder further warrants that the College management software or any associated portion of it does not contain any virus, worm, Trojan horse routines, trap door, time bomb, or any other codes or instructions that may be used to access modify damage or disable the College management software or computer system including that of the customers and other users of the College management software. **The bidder must also ensure regular backup and recovery system of the complete database and application software/complete protection against data loss must be ensured.**
- (h) The bidder warrants that the College management software will be compatible with the college hardware and software technology platform as specified in the work plan.
- (i) The bidder warrants that the College management software does not infringe upon the trademark, copyright or any other rights of any third party and where there is a use or infringement the vendor shall obtain a license for use from the rights holder permitting such use. The Vendor shall indemnify against liability for infringement.
- (j) The bidder warrants that all content forming part of the College management software is provided from or obtained only from Aryabhata College. The intellectual property rights of college management software will be the propriety of Aryabhata College and cannot be used by anyone else without the permission of Aryabhata College.

#### 8. PAYMENT TERMS

- (i) 30% payment shall be made on successful installation of software.
- (ii) 30% payment shall be released on successful data migration.
- (iii) 30% payment shall be released after training to the concerned staff.
- (iv) 10% payment shall be released after 3 months of the termination of maintenance contract.
- (v) The quoted rates shall remain same throughout the tenure of the contract and no revision is permissible for any reason.
- (vi) The payment will be made to the firm at any Bank Account maintained in India by way of NEFT/RTGS after deduction/s as per applicable laws.

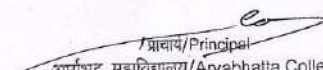
#### 9. TERMINATION OF AGREEMENT


This Agreement may be terminated immediately on the happening of either of the following events:

If either party ceases to carry on its normal business or wind up its operations otherwise than for the purpose of reconstruction or amalgamation only.

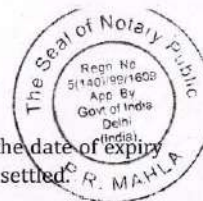
Expiry or termination of this Agreement howsoever occasioned shall be without



  
/ प्राचार्य/Principal  
आर्यभट्ट महाविद्यालय/Aryabhata College  
दिल्ली विश्वविद्यालय/University of Delhi  
बेनिटो हुआरेज रोड/Benito Juarez Road  
नई दिल्ली-110021/New Delhi-110021

For Bright Ways Consultants  
  
Proprietor





prejudice to rights and obligations occurred or incurred prior to the date of expiry of termination and accounts between the parties shall be promptly settled.

#### 10. Period of Contract

Aryabhata College will enter into a contract for the design and development of the college management software. The contract will provide for design, development and maintenance for a minimum period of 01 (one) years from the date of successful deployment of software including import of data etc. The Aryabhata College reserves the option to extend the contract for further specified period under mutually agreed terms and conditions or to maintain the College management software on its own after the end of the contract period.

#### 11. Penalties

The vendor undertakes to comply fully with the requirements for the project. The project should be completed as per the schedule agreed upon. In case the vendor does not complete the project as per schedule, the vendee will be at liberty to levy a penalty of upto 2% of the Contract Amount for every two weeks of delay. The maximum amount of penalty shall not exceed 01(One) lakh. In addition, amount of security shall also be forfeited. In case of any breach of the contract the vendee will be entitled to withhold any payments due besides any other action that the college may like to take against the Vendor.

#### 12. JURISDICTION

Any dispute arises between the Vendor and Vendee; the same shall be subject to jurisdiction under the Delhi courts only under the Civil as well as criminal law and other applicable law.

IN WITNESS WHEREOF THE parties hereto have set their hands hereunto on the day, month and year first herein above written.

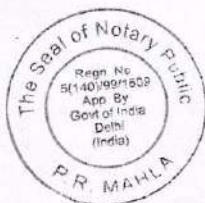
Witness 1. Anju Aggarwal, A.O. *Anju Aggarwal*

Witness 2: Sunil Singh Lingwal, S.O. *Sunil Singh Lingwal*

or Bright Ways Consultants

*[Signature]*  
Proprietor

*[Signature]*  
For Aryabhata College  
आर्यभट्ट महाविद्यालय/Aryabhata College  
दिल्ली विश्वविद्यालय/University of Delhi  
बेनिटो हुआरेज रोड/Benito Juarez Road  
नई दिल्ली-110021/New Delhi-110021



ATTESTED

*[Signature]*  
Notary Public, Delhi

05 SEP 2017



7. Minutes of meeting for M/s Bright ways Consultants and M/sLibsys for financial bid opening

MINUTES OF MEETING 25.08.2017

**ARYABHATTA COLLEGE**

(University of Delhi)

25.08.2017

**MINUTES OF MEETING**

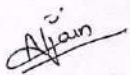
A meeting of committee constituted for the college management software was held on 25<sup>th</sup> August, 2017 at 2:00 pm in the staff room to open the technical and financial bid of the qualified tenderers & the following committee members were present:-

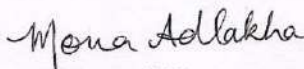
1. Naveen Kr. Jain
2. Mona Adlakha
3. Sunil Lingwal
4. Ganesh C. Das

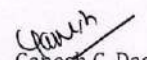
Based on technical presentation held on 24<sup>th</sup> August, 2017 in the seminar room, out of five firms two firms namely M/s Brightways Consultants Pvt. Ltd and M/s Libsys were selected for opening of financial bid. No representative of the respective firms were present at the time of opening of financial bid.

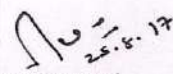
The tenders were opened and M/s Brightways Consultants Pvt. Ltd was the lowest tenderer. The tendered amount of M/s Brightways Consultants Pvt. Ltd was Rs. 5,46,930/- (inclusive of taxes)+ additional Rs.25000/- per annum for online cloud server(optional).

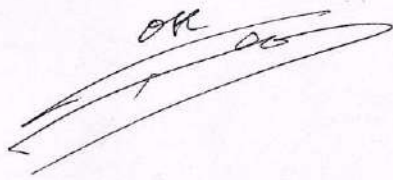
So, it was decided that firm be asked to prepare & submit service level agreement to the committee for review, before award of work.

  
Naveen Kr. Jain

  
Mona Adlakha

  
Ganesh C. Das

  
Sunil lingwal





## 8. Minutes of meeting for tenders

Minutes of meeting 24.08.2017

### ARYABHATTA COLLEGE

(University of Delhi)

24.08.2017

#### MINUTES OF MEETING

A meeting of committee constituted for the college management software was held on 24<sup>th</sup> August, 2017 at 2:00 pm in the seminar room to see the technical presentation of the firms & the following committee members were present: -

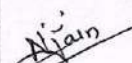
1. Naveen Kr. Jain
2. Preeti Jagwani
3. Mona Adlakha
4. Sunil lingwal
5. Ganesh C. Das

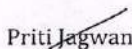
For the technical presentation, representative/s of the following firms were present: -

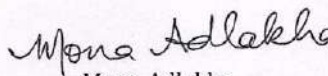
- | S. No | Name of firm               |
|-------|----------------------------|
| 1.    | M/s Innovatiview           |
| 2.    | M/s Libsys                 |
| 3.    | M/s Brightways Consultants |
| 4.    | M/s Junati innovations     |
| 5.    | M/s Manacle Technologies   |

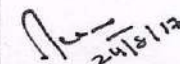
The technical presentation of the tenderers were seen and presentations of M/s Libsys and M/s Brightways were found to be in line with our requirements. The presentation given by M/s Innovatiview, M/s Junati innovations and M/s Manacles Technologies were not at par with our requirements specially the accounting part.

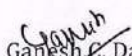
So, it was decided that technical bid and financial bid of M/s Libsys and M/s Brightways Consultants be opened on 25.08.2017.

  
Naveen Kr. Jain

  
Preeti Jagwani

  
Mona Adlakha

  
Sunil lingwal

  
Ganesh C. Das





9. Annual E-governance Report approved by the Governing Body

<https://aryabhatacollege.ac.in/CR6/6.2/Annual%20E%20Gov%20Report%20-%202020-21.pdf>

Minutes of meeting of the Governing Body

**ARYABHATTA COLLEGE: NEW DELHI – 110021**

Extract of the minutes from the 18<sup>th</sup> meeting of Governing Body held on 4<sup>th</sup> March, 2022 at 2.00 P.M. in the GB meeting room.

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Item No. 4 : Reporting of the following documents as per the requirement of NAAC :-

1. Documents regarding alumnus contribution received.
2. Annual E-governance report.
3. Action taken report of IQAC on Result Review Committee report

Noted and approved.

X	X	X	X
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**Certified True Copy**

  
प्रधान / Principal  
आर्यभट्ट महाविद्यालय / Aryabhata College  
दिल्ली विश्वविद्यालय / University of Delhi  
बेनिटो हुआरेज रोड / Benito Juarez Road  
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