



Bangladesh Army University of Science & Technology (BAUST)

Saidpur Cantonment, Saidpur, Nilphamari-5310

Instruction of EOI for Integrated University Management Software Solution

Background

Bangladesh Army University of Science & Technology (BAUST) started its journey from 15th February 2015. It has achieved tremendous growth within a very short period of time. And this rapid growth is likely to continue in the future. As a result, BAUST envisages the creation and deployment of a complete **Integrated University Management Software Solution (IUMSS)** for improving the efficiency of delivery of its services to all its stakeholders – the student community, the teaching faculty, the administrative staff and the general public at large. To this objective, BAUST is considering the appointment of a suitable implementing partner for the automation of the various functions of the Integrated University Management System. **Expression of Interest (EOI)** is invited from reputed and experienced firms for this purpose.

Project objectives:

The primary project objectives of BAUST are:

1. Providing automation and other workflow related activities.
2. Proper and accurate report generation through University Management Information System (MIS) for the Vice-Chancellor and other senior administrative staff for monitoring and quick decision making.
3. Introduction of transparency and accountability in operations
4. Elimination of Redundancy
5. Electronic security and control of confidential data
6. Fast disposal of stakeholder grievances
7. Timely dissemination of information as per public requirement

Envisaged scope of work:

The solution providers should suggest the most appropriate and feasible implementation methodology for the entire project.

The broad Scope of Work for this project will revolve around the following deliverables (detailed scope of work will be finalized at the time of issue of RFP to selected bidders who submit their EOIs). It will include:

1. Procurement and implementation of IT infrastructure equipment for the University's Data Center for implementing this *IUMSS*.
2. Design, development, customization and implementation of *IUMSS*.

3. Provide for Training, Support, & Installation for the solution and the infrastructure provided.
4. The supplier will be providing the maintenance support for the Application Software and IT infrastructure for the contract period which is expected to be for a period of 6 years.
5. **Features and Functionalities:** An extensive requirement study and analysis tasks to be performed to efficiently address client's requirements and to ensure that the developed system can adopt all requirements. The system *may* have the following functionalities but not limited to:

- i. Student Related**

1. Admission Management System
 2. Student Information Management System
 3. Result Processing System
 4. Student Hall Management System

- ii. Library**

1. Library Management System

- iii. HRM**

1. Administrative Office Management System
 2. Human Resource Management System
 3. Inventory Management System
 4. Leave Management System

- iv. Finance and Accounting**

1. Accounting Management System
 2. Budget Management System
 3. Salary Management System
 4. Provident Fund Management System
 5. Benevolent Fund Management System
 6. Pension Management System
 7. Bill Processing Management System
 8. Investment Management System
 9. Audit Management System
 10. Fixed Asset Management System

- v. System Related**

1. System Admin & Control Management
 2. Electronic Document Management System

Eligibility criteria

The minimum requirements for bidder are:

- a. Must be a registered company in Bangladesh having valid trade license/TIN/VAT Certificate.
- b. The company must have 5 years of establishment.
- c. Must have 3 years' experience in developing and implementing similar system for renowned organizations.
- d. Provide the existing client list for similar service.
- e. Submit company profile: organizational setup and list of existing manpower. Information about the relevant technical strength of the firm will be taken into consideration in order to evaluate the ability of the firm.

INSTRUCTIONS TO BIDDERS FOR SUBMISSION OF PROPOSALS

1. RFPs inviting Technical Bids, Commercial Bids and a Complete Solution presentation will be called for from the selected bidders after the EOI evaluation and a preliminary presentation.
2. Authority may ask for clarifications or further information to evaluate the EOI.
3. Please note that all the pages of the EOI document should be signed with date; and seal of the organization should be put near the signature of the Authorized signatory on all the pages.
4. The Bidder(s) may submit their EOI by Registered post/ Courier or in Person, so as to reach the Authority by the time and date stipulated by the Authority.
5. The University reserves the right to accept/reject any or all expressions of interest received in response to this advertisement without assigning any reasons, whatsoever. University also reserves the right to raise the eligibility criteria for short listing the vendors.

Interested firms/ organizations are requested to send the EOI to the following Address by **16 Feb 2017**.

Registrar

Bangladesh Army University of Science & Technology (BAUST)
Saidpur Cantonment, Saidpur, Nilphamari-5310.