

NATIONAL UNIVERSITY OF MODERN LANGUAGES
SECTOR H-9, ISLAMABAD

TENDER NOTICE

Proposals for ERP as per PPRA (rule 36 B) are invited from well reputed and GST registered firms in the field of software development for acquiring comprehensive "Enterprise Resource Planning" (ERP) for the University. The ERP must also support all campuses of the University.

The tender documents, wherein terms & conditions and other details are given, can be obtained from office of the undersigned against payment of non-refundable fee of Rs. 5,000/-. The tender notice is also available at PPRA website www.ppra.org.pk and NUML website www.numl.edu.pk.

The tender must reach "**Administration Branch**" Jinnah Block in sealed envelope on 2nd July 2024 at 1100 hrs, which will be opened on the same day at 1130 hrs in presence of the available bidders.

The University reserves the right to reject all bids or proposals at any time prior to the acceptance of bid or proposal.

Director IT
Tele: 9265087

**Tender Document
For
Enterprise Resource Planning (ERP) Solution for NUML
(Main & Regional Campuses)**

Date of Submission: 2nd July, 2024



Web: www.numl.edu.pk

Tel. No.: 051-9265100-109 Ext. 2709, 2705

NATIONAL UNIVERSITY OF MODERN LANGUAGES
Sector H-9, Islamabad



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INVITATION TO BID

[For Enterprise Resource Planning (ERP)]

NATIONAL UNIVERSITY OF MODERN LANGUAGES (NUML) is a leading public sector university, focusing on Information & Communication Technology (ICT) by deploying various IT facilities to facilitate academia and associated departments. Therefore, an ERP Solution is required to automate Main and Regional Campuses.

2. This Bidding document contains terms & conditions, technical details and evaluation criteria for the firms to compete as tender which is available at the undersigned office.

3. The bids are required to prepare in accordance with the instructions available in the bidding documents must reach at *office of the **Director Administration, Jinnah Block, on 2nd July, 2024 at 1100Hrs*** along-with the price of bidding document, amounting **Rs. 5000/-** in the shape of Bank Draft. Bids will be opened on the same day at **1130Hrs**.

Mohammad Raza Parwez
Director ICT, NUML
Sector: H-9, Islamabad
Ph: +92 (51) 9265087
Email: ict-tender@numl.edu.pk



1.0 SCOPE OF WORK

Objective of this consolidated bidding document is to develop and complete implementation of Enterprise Resource Planning (ERP) for NUML (Main & Regional Campuses) as a **Turnkey Project**.

The major modules are given below and details are provided in the Technical Proposal (**Annex-A**).

- i. **Campus Management System (CMS)**
- ii. **Learning Management System (LMS)**
- iii. **Financial Management System (FMS)**
- iv. **Human Resource Management System (HRMS)**

2.0 BID SUBMISSION REQUIREMENTS

The objective of this section is to provide bidders with the information to submit their bid in response of this tender in order/sequence as set forth in this document. Bidders must confirm the following standards in the preparation and submission of their proposal/bid.

- 2.1 **PPRA rule 36 (b) shall be adopted (Single Stage, Two Envelope bidding procedure)**
- 2.2 PPRA rule 36 (b) is defined as technically qualified and financially lowest.
- 2.3 The Vendor is required to submit **“Technical Proposal”** and **“Financial Proposal”** in separate sealed envelopes. Note that prices should not be indicated/included in the “Technical Proposal”, it must only be reflected in the “Financial Proposal” at the designated columns of Annexure-B.
- 2.4 **Technical Proposal** must complete the requirements mentioned under Annex-A of the document.
- 2.5 Financial Bid will include the prices in Pak Rupees only. (**Annexure –B**).
- 2.6 The quoted prices must include all taxes, development, installation, configuration, customization charges of each module as per the requirement of NUML.
- 2.7 The Bidder shall furnish earnest money equal to 5% of the total value of Bid in the form of Bank Draft/Pay Order issued by a scheduled bank of Pakistan in favour of “Rector-NUML”, valid for **six month (06 month)** and enclosed in a separate envelope, other than Technical & Financial Proposal. No Bid shall be entertained without the earnest money. Earnest money of the successful bidder will be released on completion of the project.
- 2.8 Ten percent (10%) of total contract value shall be retained as a Security, which will be released after satisfactory completion of the contract period.
- 2.9 Bidder’s Proposal must be received at National University of Modern Languages, Sector H-9 Islamabad in the office of **Director Administration, Jinnah Block, 1st Floor, Room #36**, on the date and time specified in the tender notice, which will be opened on same day in the presence of available bidders. Timely delivery of the Proposal is the sole responsibility of the bidder. Proposals sent to NUML by fax, email or any other electronic mode shall not be accepted. Clause 2.4 of “Bid Submission Requirements” is enforced.
- 2.10 Bidders should provide complete technical details for the implementation of software and services required under this Tender Document.
- 2.11 Bidders are required to submit their proposals conforming to the implementation requirement and terms & conditions provided in this Tender Document.
- 2.12 Rejection of the bidder proposal is the sole discretion of NUML, in case of non-compliance of any instructions mentioned in the tender document and hence therefore disqualified/rejected without disclosing reason(s).



- 2.13 Bidders are required to fill and sign all page(s) of **Annexure-A & Annexure-B** while submitting the proposal on the same given format. Soft copy of the proposal and supporting documents must also be submitted in USB disk drive.
- 2.14 Bidder must fully respond to each requirement within the Technical specifications by fully describing the manner and degree by which the Bid meets or exceeds said requirement(s).
- 2.15 Physical presence of the company is required in NUML during the implementation and finalization of all modules.
- 2.16 It is the responsibility of the Bidder to clearly declare cost of the project in the Financial Proposal. Omissions, errors, misrepresentations, or inadequate details in the Bidder's Financial Proposal will not be rectified in any case after submission.
- 2.17 Prices quoted in the bid shall be valid for **90 days**. All prices must be quoted in **Pak Rupees**, and also clearly state all applicable taxes which must be included in quoted prices. Firm shall not have the right to change the prices, after award of contract.
- 2.18 The contract of the project would be **03 Years (Six months for implementation & rest of the period as support)** and extendable after the expiry of the contract period as per mutual agreement. All modules must be customized and delivered as per the requirement of NUML within Six months after award of contract. In case of failure to deliver the appropriate solution as per the requirements within the timeline, a penalty @ 0.10% of the contract amount will be imposed on daily basis for the total number of days delayed and/or leads to the termination of contract agreement as per the decision made by NUML. However, the penalty should not exceed 10% of the contract amount.
- 2.19 All pages of the proposal must be sequentially numbered and contains the list of contents with page/flag numbers.
- 2.20 The NUML reserves right to modify and amend any of the stipulated conditions and criterion in this RFP depending upon project priorities vis-à-vis urgent commitments.
- 2.21 Pre-conditions set by the contractor/bidder in addition to the abovementioned terms & conditions will not be accepted, and will lead to the rejection of the bid.

3.0 SELECTION PROCEDURE

- 3.1 NUML intent in issuing the Tender Document to award a contract to the best technically evaluated and financially lowest Bidder, who meets all the required standards, specifications and other factors including the mandatory requirements as indicated in the document.
- 3.2 The firm shall have to obtain aggregate 50% marks in Technical Evaluation to qualify for the next stage i.e. opening of financial bid.

4.0 GENERAL TERMS AND CONDITIONS

The following General Terms and Conditions apply to this Tender Document

- 4.1 Last date of submission of Bid is the date and time specified in the tender notice, which will be opened on the same day in the presence of available bidders
- 4.2 The bidder should be registered with Sales Tax and Income Tax Department (attach evidences).
- 4.3 The bidder must provide last Five (05) years' experience records/documents in software development and implementation of ERP Solutions specifically in Public/Private universities and Post-graduate level educational institutions. e.g. contract agreements, work orders, project completion certificates etc.

- 4.4 The proposed ERP will be acquired and implemented for complete Student Lifecycle (Applicant to Alumni), Financial Management, Administration Management and Human Resource Management along with the associated units/modules etc. as per NUML working environment.
- 4.5 The integration of Regional Campuses must also be catered with the proposed ERP that would be managed/configured centrally.
- 4.6 The system must be capable to facilitate application-level customization and configuration of modules.
- 4.7 The system must have a proper and comprehensive activity log management to record every transaction/activity with proper access control management and archiving.
- 4.8 The system must have the ability to assign various roles to the users as per the requirements.
- 4.9 A comprehensive customizable reporting module is also required that has the capability to view reports by users as per their role
- 4.10 **The specifications provided in this RFP are the minimum requirements. The bidders MUST perform a "Requirement Elicitation" for successful implementation as per NUML requirements.**
- 4.11 The solution shall cater for university academic calendar based semesters/terms and also facilitate dynamic calendar/session structures.
- 4.12 Firm must also provide detailed user and technical manuals of each module along with the pictorial configuration manual and tutorials in soft and hard form.
- 4.13 User Level to Executive Level Dashboards with 360-degree-view of prospect, applicant, student, alumni, contributors, faculty from a single source.
- 4.14 Proposed system should able to schedule classes of the courses defined as per the timetable issued by each department (session/shift-wise).
- 4.15 The system shall maintain a complete, accurate and updated records for students registered with the university, including their personal details, academic history, advanced standing (credit transfer), semester-wise grading and financial records.
- 4.16 System should have the ability to maintain multiple transcript templates and various certificates that are issued to the students.
- 4.17 When a course starts to run at the beginning of a semester, the assessment parameters will be set up in the system to define the criteria for the calculation of the assignment marks and the overall continuous assessment score
- 4.18 The system shall manage, maintain, and update students' financial records by tracking and calculating tuition fee, allied charges, installment plans, arrears, fines, concession and other fee related heads. System must allow students to view account details online from their associated portal. All degree programs / functional courses have their own fee structure that must also be customizable in the solution.
- 4.19 The Alumni module shall be integrated with the Student Record System so that graduated students will automatically become Alumni.
- 4.20 User Interface of the system should be responsive to access from all available platforms/OS.
- 4.21 The desired ERP System should address all level of Outcome Based Education (OBE) in full spirit, according to rules and guidelines provided by Higher Education Commission and other educational / academic councils viz. Pakistan Engineering Council (PEC), National Computing Education Accreditation Council (NCEAC), National Business Education Accreditation Council (NBEAC) etc.
- 4.22 The firm will be responsible for the migration of all existing data available from the legacy systems into the proposed ERP.
- 4.23 The system should be capable to backup all data dynamically, so that it can be restored in case of any disaster without losing a single record.
- 4.24 System should be scalable enough to incorporate third party modules. Provision of APIs (built-in / customized) for the integration with the third party modules is the responsibility of the firm.

- 4.25 Bidders are advised to study all instructions, project background, forms, requirements, Annexures and other information in the RFP document carefully. Submission of the bid shall be deemed to have been done after careful study and examination of the RFP document with full understanding of its implications. Failure to comply with the requirements of this document may render the bid non-compliant and the bid may be rejected.
- 4.26 If a bidder participates in the bidding process and selected as the most economical and technically best fit for the NUML but unable to deliver and follow terms and conditions accordingly; written and described in this RFP, then NUML reserves the right to hold the earnest money/bid security of that company, without being legally bound to pay the earnest money/bid security or to be sued in the court of law. If a bidder challenges NUML in the court of law; then, NUML reserves the right to blacklist that company for future bidding processes and to put a hefty penalty on the bidder as well.
- 4.27 An affidavit to the effect that the firm is not blacklisted by any Government/Semi Government Organization (Specimen of Affidavit **Annexure-E**).
- 4.28 NUML may cancel this public procurement at any time prior to a formal written contract being awarded without disclosing reason(s).
- 4.29 The Rector NUML reserves the right to accept/reject any/all bids.
- 4.30 An effort by a Bidder to influence NUML, directly or indirectly **THROUGH UNFAIR MEANS** in NUML's proposal evaluation, proposal comparison or contract award decision, to meet or discuss with any NUML official unless desired by the NUML may result in rejection of the Bidder's Proposal and blacklisting for any future tender of NUML.
- 4.31 All responses to this Tender Document shall become the property of NUML.
- 4.32 NUML will not bear any expense incurred in preparation of the proposals in response to this Tender Document including travelling/lodging while survey/requirement elicitation.
- 4.33 NUML will not allow any compensation to the Selected Bidder for any variations in the rate of exchange of rupee against dollar or any other currency. No additional claim arising out of change in legislation, exchange rate variation or any sort of taxes will be entertained.
- 4.34 Contract will be awarded to a single bidder for the complete Enterprise Resource Planning (ERP) solution. Requirement gathering, analysis, customization, implementation, configuration, integration, testing, commissioning and training to all branches will be the responsibility of the firm.
- 4.35 During the examination, evaluation and comparison of the bids, the firms may ask for further clarifications of their bids at both stages i.e Technical/Financial Proposal.
- 4.36 The amount submitted as Earnest Money shall be refunded to the unsuccessful bidders after decision of the "Tender Committee" for the award of said tender.
- 4.37 Incomplete and conditional bids will not be entertained.
- 4.38 In case of any dispute on any matter arises, after signing of the contract agreement, the case shall be referred to Rector-NUML whose decision shall be final and binding on all.
- 4.39 NUML or its representative shall have the right to inspect and/or to test the system to confirm their conformity. NUML shall notify the contractor, in writing, of the identity of any representatives entrusted for this purpose.
- 4.40 Only transactions, amendments, changes and/or variations in this Tender Document that are in writing from NUML and duly agreed upon by NUML shall be considered official. Any negotiations, decisions, or actions executed by the Vendor as a result of any discussions with any NUML employee shall not be considered official.
- 4.41 If the work is not to the satisfaction of the NUML, the Rector NUML has the right to cancel the order, get work done by some other firm at the risk and cost of the vendor, subject to the condition that if the NUML has to pay any amount in excess of the agreed amount, the difference will be recovered from the firm.



5.0 PAYMENT PROCEDURE:

- 5.1 30% of the contract amount less bid security will be paid after the implementation of ERP as per the timeline defined in clause 2.18 and remaining amount will be paid quarterly during the support period. Bid Security i.e. 10% of total contract amount will be released after satisfactory completion of the contract period.
- 5.2 No payment will be made to the selected vendor due to the non-responsive behavior and the security bid will be hold by NUML.
- 5.3 No additional financial claim will be entertained, other than the contract amount.

6.0 MEET OR EXCEED SPECIFICATIONS

The specifications provided in this Tender Document are the minimum requirements of NUML. Bidders must meet or exceed these specifications to meet the actual requirements of this Project and its successful practical implementation at NUML.

7.0 CLARIFICATION OF THE TENDER DOCUMENT

A bidder requires any clarification of the Tender Document may contact in writing or via email to the following individual. Response of the clarification will be given in five (05) working days. All requests for clarification must be received by seven (07) working days prior to the date of Bid submission otherwise, it will not be responded.

Name: Mr. Nauman Khalid
Phone No: +92-51-9265100-109
Extension No: 2709
Email: ict-tender@numl.edu.pk



8.0 Technical Proposal (Annexure-A): Shall be the part of Technical Proposal along with page reference number of supporting documents/ manuals (must also be provided in softcopy).

S.#	Category	Features	Specification	Ref Page # of Documentary Proof	Qty	Specification Quoted by the Bidder	Comments
1.	Dashboard/Web Portal	<ul style="list-style-type: none"> • Online Admissions • Faculty • Student • Alumni • Employee • Administrative divisions And as per requirement	As per requirement		01 Solution		
	General Features	User Interface	A web based solution with a responsive and user friendly design for a good user experience on Computers, smart phones, tablets and other handheld devices.				
		Centralized	The ERP solution should be centralized with implementation of all NUML policies and operational workflows. Modules of the system must be integrated through proper interfacing where required.				
		Application Security	The security standard should be implemented to protect the sensitive data and confidentiality of the information. There must be proper authentication				

			methodology, access control, validation, encoding, data protection, communication file and resource management etc.			
		User and Role Management	Admin user of the system will create users, defined roles and assign privileges/roles to the user for access ERP. A user can access the system as per granted rights.			
		Performance	The system should be designed in such a way that it can handle the load & traffic without reducing the performance and use underlying hardware resources efficiently			
		System Log	A comprehensive user and data log is required for audit on each and every record/activity of the system.			
		Reporting and Dashboard	Customized reports are required based on user role should be available on the administrative dashboards. Executive reports should also be part of reporting modules.			
		User Training	User training to the administrative divisions will be provided by the firm.			
	Campus Management System (CMS)	<ul style="list-style-type: none"> • Admissions • Registration • Academics • Examination 	The bidders MUST perform “Requirement Elicitation” of each module with the consultation of			

	<ul style="list-style-type: none"> • Fee Management • Scholarship Management • Alumni Management • Payment Gateway • Integration with financial institutions • Library Management • Research/Thesis Management • Printing of various ID Cards & Certificates (Faculty, Admin Staff & Students) • Transport Management • Hostel Management • QEC • Services Management (viz. Translation & Interpretation, Rental etc) • Clearance Portal (Student & Employee) • Notifications, Reminders & Inquiries (viz. Complaints & Suggestions etc) • Reports (Customized) 	<p>stakeholders/concerned department for the successful implementation of ERP as per NUML requirements.</p>				
	<p>Financial Management System (FMS)</p> <ul style="list-style-type: none"> • General Ledger • Accounts Payable • Accounts Receivable • Cash Management • Advance Management • Advance Allocation • Supplier and Client Management • Tax Management 	<p>The bidders MUST perform “Requirement Elicitation” of each module with the consultation of stakeholders/concerned department for the successful implementation of ERP as per NUML requirements.</p>				

		<ul style="list-style-type: none"> • Budgeting • Rebate Management • Multi-Currency Management • Multi-Company Management • Customizable Approval Flow • Cost Category Management • Cost Centre Management • Asset Management • Depreciation Management • Procurement Management • Fee Management • Scholarship Management • Reporting 					
	Learning Management System (LMS)	<ul style="list-style-type: none"> • Course Creation and Management • Lecture and Attendance of Students Management • Timetable and Scheduler • Document Manager • Outcome Based Education (OBE) System • Class activities (Quiz & Assignment etc) • Notifications, Reminders & Inquiries (viz. Complaints & Suggestions etc) • Integration with 3rd party Add-ons • Interactive communication (Text/Audio/Video) among subject group 	The bidders MUST perform “Requirement Elicitation” of each module with the consultation of stakeholders/concerned department for the successful implementation of ERP as per NUML requirements.				

	Human Resource Management System (HRMS)	<ul style="list-style-type: none"> • Employee Management (Lifecycle of the employee) • Attendance Management (Integration with existing Biometric Devices) • Advances/Loan Management • Increment management • Leave management (Separate for all Shifts) • Salary Management along with allowances (Separate for all Shifts) • Job advertisement, online application processing and hiring. • Annual Performance Appraisal System separate for Faculty & Staff • Notifications, Reminders & Inquiries (viz. Complaints & Suggestions etc) 	The bidders MUST perform “Requirement Elicitation” of each module with the consultation of stakeholders/concerned department for the successful implementation of ERP as per NUML requirements.				

Note: Contract will be awarded to a single bidder for the complete Enterprise Resource Planning (ERP) solution. Requirement gathering, analysis, customization, implementation, configuration, integration, testing, commissioning and training will be the responsibility of the firm.



9.0 Financial Proposal (Annexure-B) shall be part of Financial Proposal

Solution	Amount in Pak Rs. (Exclusive of Taxes)	Percentage of Tax	Amount of Tax (In Pak Rs.)	Total Amount in Pak Rs. (inclusive of Taxes)
ERP for NUML				
Total Amount in Words (Inclusive of Taxes):				

Technical Proposal has been reproduced for ready reference.

S.#	Category	Features	Specification
1.	Dashboard/Web Portal	<ul style="list-style-type: none"> • Online Admissions • Faculty • Student • Alumni • Employee • Administrative divisions And as per requirement	As per requirement
	General Features	User Interface	A web based solution with a responsive and user friendly design for a good user experience on Computers, smart phones, tablets and other handheld devices.

	Centralized	The ERP solution should be centralized with implementation of all NUML policies and operational workflows. Modules of the system must be integrated through proper interfacing where required.
	Application Security	The security standard should be implemented to protect the sensitive data and confidentiality of the information. There must be proper authentication methodology, access control, validation, encoding, data protection, communication file and resource management etc.
	User and Role Management	Admin user of the system will create users, defined roles and assign privileges/roles to the user for access ERP. A user can access the system as per granted rights.
	Performance	The system should be designed in such a way that it can handle the load & traffic without reducing the performance and use underlying hardware resources efficiently
	System Log	A comprehensive user and data log is required for audit on each and every record/activity of the system.
	Reporting and Dashboard	Customized reports are required based on user role should be available on the administrative dashboards. Executive reports should also be part of reporting modules.
	User Training	User training to the administrative divisions will be provided by the firm.
	Campus Management System (CMS)	<ul style="list-style-type: none"> • Admissions • Registration • Academics • Examination • Fee Management • Scholarship Management • Alumni Management • Payment Gateway Integration with financial institutions • Library Management • Research/Thesis Management • Printing of various ID Cards & Certificates (Faculty, Admin Staff & Students) • Transport Management

	<ul style="list-style-type: none"> • Hostel Management • QEC • Services Management (viz. Translation & Interpretation, Rental etc) • Clearance Portal (Student & Employee) • Notifications, Reminders & Inquiries (viz. Complaints & Suggestions etc) • Reports (Customized) 	
Financial Management System (FMS)	<ul style="list-style-type: none"> • General Ledger • Accounts Payable • Accounts Receivable • Cash Management • Advance Management • Advance Allocation • Supplier and Client Management • Tax Management • Budgeting • Rebate Management • Multi-Currency Management • Multi-Company Management • Customizable Approval Flow • Cost Category Management • Cost Centre Management • Asset Management • Depreciation Management • Procurement Management • Fee Management • Scholarship Management • Reporting 	The bidders MUST perform “Requirement Elicitation” of each module with the consultation of stakeholders/concerned department for the successful implementation of ERP as per NUML requirements.
Learning Management System (LMS)	<ul style="list-style-type: none"> • Course Creation and Management • Lecture and Attendance of Students Management • Timetable and Scheduler 	The bidders MUST perform “Requirement Elicitation” of each module with the consultation of stakeholders/concerned

	<ul style="list-style-type: none"> • Document Manager • Outcome Based Education (OBE) System • Class activities (Quiz & Assignment etc) • Notifications, Reminders & Inquiries (viz. Complaints & Suggestions etc) • Integration with 3rd party Add-ons • Interactive communication (Text/Audio/Video) among subject group 	<p>department for the successful implementation of ERP as per NUML requirements.</p>
<p>Human Resource Management System (HRMS)</p>	<ul style="list-style-type: none"> • Employee Management (Lifecycle of the employee) • Attendance Management (Integration with existing Biometric Devices) • Advances/Loan Management • Increment management • Leave management (Separate for all Shifts) • Salary Management along with allowances (Separate for all Shifts) • Job advertisement, online application processing and hiring. • Annual Performance Appraisal System separate for Faculty & Staff • Notifications, Reminders & Inquiries (viz. Complaints & Suggestions etc) 	<p>The bidders MUST perform “Requirement Elicitation” of each module with the consultation of stakeholders/concerned department for the successful implementation of ERP as per NUML requirements.</p>

Note: Contract will be awarded to a single bidder for the complete Enterprise Resource Planning (ERP) solution. Requirement gathering, analysis, customization, implementation, configuration, integration, testing, commissioning and training will be the responsibility of the firm.



10.0 Annexure - C: Firm's References

(To be attach with Technical Proposal)

**Relevant Services Carried Out in the Last Five Years
That Best Illustrate Qualifications**

List of Project with copy of completion certificate.

11.0 Annexure - D: Technical Evaluation Criteria

Weight of the Technical Scoring is 100% and Breakup is given below.

Technical Evaluation				Total Marks: 100 Qualifying Marks: 50
S. #	Technical Evaluation	Total Marks	Description	Marks Obtained
1.	Firm's past 05-year experience in the relevant field.	20	Must attach Documentary proof 05 Years and above = 20 Marks Less than 5 years = 0 Marks (Zero marks means technically disqualified)	
2.	State of Technical/Software Development Resource (Attach evidences)	10	20 or more fulltime development resource = 10 10 to 19 fulltime development resource = 07 5 to 09 fulltime development resource = 04 Less than 05 fulltime development resource = 0	
3.	Experience of Technical / Software Development Human Resource (Attach evidences)	10	10 or more fulltime development resource with min. 3-year experience = 10 05 to 09 fulltime development resource with min. 3-year experience = 07 Less than 05 fulltime development resource with min. 3-year experience = 04	
4.	Implementation of ERP in Public/Private sectors universities / Post Graduate Institutions (Having 3000 or above students)**	20	4 x Universities/Institutions or above = 20 3 x Universities/Institutions = 15 2 x Universities/Institutions = 10 1 x University/Institution = 05 *Attach SLAs as evidence **Proof of total active students from the concerned University's / Institution's letterhead.	
5.	Demo/Presentations	20	Demonstration of Functional Modules a. Academics = 05 b. Examination = 05 c. Finance = 05 d. Human Resource = 05	
6.	Value Added Services	10	Attach list of value added services on firm's letterhead.	
7.	Technical Evaluation by the Committee	10	(Average Marks given by each committee member)	
Total		100		
* However, supporting documents should be provided along with Technical proposal				



12.0 Annexure - E: Specimen for Affidavit

(To be attach with Technical Proposal)

From:

To,

NATIONAL UNIVERSITY OF MODERN LANGUAGES H-9, Islamabad

Subject: Affidavit

1. We, M/s _____ having our office at _____

hereby undertake that as a result of contract between us and NATIONAL UNIVERSITY OF MODERN LANGUAGES for Implementation of Enterprise Resource Planning (ERP) at NUML if any conflict / dispute arises regarding the execution of work, we shall not resort to any court of law. The dispute / difference, if any, shall be settled as per relevant clauses of the tender document issued by NATIONAL UNIVERSITY OF MODERN LANGUAGES vide No. _____ dated _____ 2024.

2. We, M/s _____ is not black listed by any Government/Semi Government Organization in Pakistan.

Authorized Signature

M/s _____

Dated _____