



Jaipur National University

Requirements of University ERP System (Cloud Based)

1. The Company should have engaged in IT Project Solution business for a period of at least Five Years as on 31/07/2018. Average Annual Turnover of the Company should be at least Rs. 2 Crores in the last three financial years.
2. The Company should have experience of implementing ERP / University Management System in at least 03 HEIs, preferably reputed Universities.
3. The Implementation has to be completed within 3 months of delivery of PO.
4. Initial contract term will be of 2 years, without any escalation in recurring charges after completion of 1st year.
5. During implementation, onsite manpower will be deputed by the solution provider till completion of project. University will only provide accommodation for the manpower deputed.
6. Customization to the satisfaction of users will be the responsibility of Vendor.
7. Upgradation on account of change in University regulations, Government Policy, norms of any regulatory body or to satisfy users demand(s) required to be incorporated at any future date by the vendor without charging any additional amount.
8. **List of Important modules (not-limited to):**
 - a. **Lead Management and Admissions**, Online Application, Application Processing, Online ET and Counseling, online Fee and Temporary ID Card generation.
 - b. **Student Enrollment**, Eligibility checking, Document Verification, Enrollment number generation
 - c. **Faculty** – Assignment management, Lecture Notes, Lecture Plan, Students List, Internal/Practical Marks Entry, question Bank, online quiz, academic calendar, leaves and substitution planning, student attendance, time-table, library a/c status.
 - d. **Students** - assignment, Academic calendar, Announcements/ notices / circulars, teaching plan, Syllabus, E-books links, self-fee dues, self-result, online fee payment, library status.
 - e. **Examination Management System** - online exam form, Exam Roll lists, Attendance list, seating arrangement, Hall Ticket/Admit Card generation, Exam attendance, Coding/decoding of Answer books, Internal and Practical

- marks entry by teachers, Tabulation Register, Mark sheets, Result analysis, Result publishing –online, SMS alert. Back Paper Management, Promotion rules, Re-evaluation, Convocation Mgmt, Digitization of Old TR Record
- f. **Biometric Attendance**, of Students and staff, gate pass management for hostel residents, integration with Pay-roll and HRMS, Auto SMS/Email alerts to parents/employees.
 - g. **On-line Recruitment** – Job posting, Online Application, Scrutiny Committee, Interview call letter generation and email, Online Data Access to interview committee.
 - h. **Purchase and Inventory Management** - Online requisition, Approval by authority, Issue of material to Departments/units, Challan entry, Generation of Indents, Tender document, Tender comparative statement & Vendor Recommendation, Auto generation of PO, Receipt of goods & Invoice, return / rejection by departments, Return of goods to vendor, Bill Tracking, Payment Processing, Vendor Management.
 - i. **Hostel** – master data entry, room-wise services allocation, Room Allotment (using floor plan-maps), Hostel Biometric Attendance, Hostel Fines, SMS / Email alerts to Hostel residents, parents, Guardians
 - j. **Accounts & Finance Module** - Students fee and fines (tuition, lab, library, training, hostel, transport, etc.), Payment of Scholarships/Awards to students, Cheque Printing
 - k. **Core Accounting** - Cash-Bank Day Book, Ledgers A/Cs, Trial balance, Balance Sheet and receipt & Payment statement, Income & Expenditure Statement, Online Payment Portal (PGI), Cash Budgeting, Integration with existing Tally installation.
 - l. **Human Resource** – Payroll, Leave management, Income Tax, PF/ESI Contributions, IT configuration for TDS, Form 16 generation. Joining/experience letters, pay-slip generation.
 - m. **Library Acquisitions & Cataloguing**, Circulation, book bank, booking
 - n. **Training & Placement** – recruiter profile, student registration, Short-listing students, Notices / SMS / Email alerts. Recruitment drive management, selected students list.
 - o. **E-Governance and General Administration** – NAAC related Internal Quality Assurance Cell, File Movement & tracking, Document (originals of students and employees) Management, Meeting Management, Dispatch & Diary Management, Repair & Maintenance, Estate / residence Management, Vehicle Management, Guest house / Seminar Hall /

Auditorium bookings and Allotments, Legal Matters, Engineering Unit, Health Center.

- p. Computerization of activities of **School of Distance Education and Learning**.

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