

Phone : 2555 4562



Maharaja Manindra Chandra College

20 RAMKANTO BOSE STREET, KOLKATA - 700 003

Date..... 08.05.2019

Ref. No.....

Quotations are invited from reputed and experienced firms/persons for providing software and service support for online admission process for the session 2019-2020 of **Maharaja Manindra Chandra College** according to CBCS system of University of Calcutta. Sealed quotations with supporting documents of work experience should be submitted within **18th May, 2019** to the undersigned maintaining the following terms and conditions:

- (i) The on-line admission software package should have the facilities of on-line form fill-up , downloading of the completed application form, provision of uploading information for identity card of students , preparation of draft and final merit panel , phase wise list of the candidates eligible for admission , provision of on-line verification of documents of the applicants and on-line payments.
- (ii) Service provider should have to use the college portal of Central Bank of India for payment of online application fee and thereafter admission fee. **No extra charge will be paid to the service provider for online payment.**
- (iii) The selected service provider will provide a person with contact number who will give constant support to the admission sub-committee of the college during the admission process whichever and whenever is required.
- (iv) Tenderer will enclose their credentials and supporting documents of experience with the quotations.
- (v) Tenderer should have to mention their capacity/intention regarding preparation and supplying of identity card of the students just after admission process is over, quoting the service charge for the same.
- (vi) **The terms and conditions from the end of service provider should be mention in the quotation clearly and in bold form.**

Principal
MMC College
Kolkata-3

Principal
Maharaja Manindra Ch. College
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