



Phone : (033) 2555-4562

# Maharaja Manindra Chandra College

20, RAMKANTA BOSE STREET, KOLKATA-700 003  
( NAAC Accredited)

Ref. No.....

Date.....

**04.07.2020**

## **Notice Inviting Quotations**

Quotations are invited from the reputed service providers for preparation and management of admission software and admission & Registration process of Maharaja Manindra Chandra College, Kolkata-3 for the session 2020-21. The bidders can submit their quotations to our College e-mail **principalmcollege@gmail.com** or to the college office in a sealed cover with details of their experience.

The last date of submission of the quotation is 15<sup>th</sup> July, 2020 within 3 p.m.

The bidders must take into consideration the following terms and conditions and their quoted price must be all inclusive.

### **Terms & Conditions:**

The contract package must cover everything of the process of online admission and Registration from starting to closing of the process as per the requirement of the college which includes the following:

1. Preparation of the online Admission & Registration software as per college's requirement
2. Receiving and preserving online applications of the candidates.
3. Preparation and publication of provisional merit lists.
4. Preparation and publication of final merit lists.
5. Provision for submission of online application fee and admission related fees.
6. Provision of sending messages (SMS) to the Candidates time to time (maximum 4 times to a candidate); expected number of applicants 8000 approx.
7. Sending day to day messages of number of applications received and number of candidates deposited fees and/or admission related fees.
8. Provision of depositing fee by the candidates directly to our College's Bank Account.
9. Preparation and submission of registration forms online.

  
Principal  
Maharaja Manindra Ch. College  
Kolkata-700 003

Principal  
M.M.C. College  
Kolkata-3