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(परमाणु ऊर्जा विभाग, भारत सरकार का एक स्वायत्त अनुसंधान संस्थान)
(An autonomous research institution of Dept. of Atomic Energy, Govt. of India)

SPEED POST

QUOTATION CALL NOTICE

Ref.No.IOP/PUR/2019-20/ 2020-21 1888(3) Date: 30/04/2020	Rate quotation for: Asset Management Software

To:

Dear Sir,

Sealed quotation is invited for purchase of Asset Management Software as per specification, terms and conditions noted below.

#	Description/Specification
1	Asset Management Software(Detail Specification attached herewith)

TERMS & CONDITIONS:

1. Intending supplier should be a registered dealer having TIN/GST Registration No. and should submit a copy of the same.
2. Quotation is to be submitted by **post/courier** only in sealed envelope with superscription "Rate Quotation for supply of "Asset Management Software" and addressed to the Registrar, Institute of physics, P.O: Sainik School, Bhubaneswar-751005.
3. The quotation should be submitted on or before 22.05.2020 from the date of issue of this letter in the office of the Registrar along with copies of the aforesaid certificates if any failing which the same will be rejected.
4. Rate quoted should remain valid for ninety days from the date of submission of the quotation.
5. Price quoted should be FOR destination at IOP site basis.
6. **Taxes and levies if applicable will be paid @ 5% extra as per Notification No.47/2017-Integrated Tax (Rate), Ministry of Finance, GOI which should be specified separately.** Exemption Certificate will be provided at the time of requirement.
7. 100% payment will be made on delivery of goods in satisfactory conditions and against submission of bill/invoice in duplicate.

Yours faithfully

रजिस्ट्रार /REGISTRAR

Technical Specification of Asset Management System

Management: records all purchase details and asset details along with price and head of grant for viewing through Intranet/Internet.

1. Online database of all the assets of an organization.
2. Assets and their sub-assets are physically identified and verified through a bar code or QR code system.
3. Allocation of assets to Individuals/Departments/laboratories/units.
4. Maintaining Fixed Asset Register as per Govt. of India General Financial Rules (GFR) Form GFR - 22 through bar-codes.
5. Physical Verification of Fixed Assets on a yearly basis as per requirement in GFR Rule 213 (1) through the bar-coding system.
6. Actual value of assets factoring depreciation etc. available online.
7. Maintaining history of assets.
8. Purchase Register, Asset Register, Unserviceable/Obsolete asset register, and other customizable reports.
9. Searching asset is easier and faster.
10. Software can be customized as per requirement of individual Institutes/ organization.
11. Export or Import of data in PDF or Excel format.
12. Maintaining Annual Maintenance Contract (AMC) of various assets.
13. Allotment and auto mailing makes the system user friendly.
14. Protect the data through auto backup system.
15. User customizable reports give more flexibility.

Maintenance: facilitates the management of assets through various reminder services and online recording of complaints.

1. Manage Annual Maintenance Contract (AMC) of various assets, equipment, etc.
2. Provision for setting up reminder service of assets and equipment's through email and SMS.
3. Report generation of AMC details including additional assets and utilization of funds.

My Assets: caters to the requirement of various users by providing details of assets and also providing the provision for filing and tracking the complaint about the assets.

1. Reporting section includes individual-wise, department-wise, unit-wise, laboratory wise, as per client customized requirements.

2. Year-end stock taking provision as per GoI regulations has been incorporated through bar-code reading which saves time.

3. Provision for showing misplaced asset from designated place.

4. Book a complaint on your asset through online complaint management system.

5. Track the status of your complaint online.

6. Using C# as coding language in MS Framework 3.5.

7. HTML Reporting, PDF Printing & Barcode Printing

8. Using SQL Server database

9. Compatible with all windows environments

10. Compatible with IIS 7 onwards

11. Compatible for viewing in Windows, Linux, MacOS, etc.