



Board of Ayurvedic & Unani Systems of Medicine, Punjab  
Building of Medical Education Bhawan  
Sector-69, S.A.S. Nagar  
Phone No. 0172-5276905

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No. BAU/PB/21/5156

Dated: 16 September,

2021

Subject: Regarding Design, Development, Installation, Implementation, Configuration, Hosting & Maintenance of Online registration & Renewal Management System.

Respected Sir,

This office wants to enquire about the quotation for the functioning of the online registration process of Board of Ayurvedic & Unani Systems of Medicine, Punjab. In regards to this, it is expected by the office to complete the following rules and duties:

1. The candidate must be able to fill the form to get them registered (update/renew/provisional/permanent/additional) with the office. Also, it must be verified by the authority.
2. Cloud-based database with appropriate backup facility should be there and the software must be able to access high/large data and filterable as per the requirement.
3. The validation of data must be as per the guidelines of Board of Ayurvedic & Unani Systems of Medicine, Punjab.
4. There must be availability to upload the required academics documents, Applicant's photograph & signature for the candidate.
5. The online Payment Gateway must be facilitated to pay Registration Fee by the applicant which is to be automatically calculated as per the course selected by the applicant with penalty if any (lost registration certificate/Id card or both, late registration, and Change of address/name).

6. There must be host to host coordination with bank server to update payment status at Board of Ayurvedic & Unani Systems of Medicine, Punjab server in real time.
7. There must be Bar Code on the printed form, registration certificates and Id card.
8. The record of the hard copy of form which is submitted by the applicant is to be maintained by the assignee.
9. A system must avail to update the shortcoming in the documents and to deny any form if required. Meanwhile, the candidate shall remain updated with his application status by tracking it via SMS or EMAIL for his best interest ( such as issuing of registration certificate, dispatch of Id card, or objection of form etc)
10. There must be hi-tech security features for printing the registration/Renewal certificate such as ' QR Code' , 'Bar Code', Micro Text', Anti copy Featured etc. Also, there must be secure VPS (Virtual private server).
11. The server for hosting of portal and database shall be managed and maintained by bidder without any additional cost.
12. The bidder is solely responsible to bear the expenses of 250 GSM High Quality Paper (required to print registration certificate of applicants), printing consumables, RF ID cards and its maintenance. The Board of Ayurvedic & Unani Systems of Medicine, Punjab is not accountable to pay any extra charges for the respective heads.
13. A print of the master roll/ register practitioner list of each registration certificate issued must be supplied by the assignee. Master roll is to be printed on at least 75 GSM paper. The expense of paper, printing consumables, printing equipment, and its maintenance is to be borne solely by the bidder. No extra charges will be paid by the Board of Ayurvedic & Unani Systems of Medicine, Punjab for the same heads and also no damage of stationary will be paid by the office.
14. The RF ID card must be printed through Thermal Printer. The card must be long lasting, bright colored and should be on the both sides of a card.
15. There must be facility of sending text on contact number/e-mail id of applicants prior a week of expiry of registration.
16. The bidder must provide the reconciliation statement of online payment which is received in the account for Registration/Renewal/Any other activity with the bank statement.
17. The bidder must provide the information or report to the Board of Ayurvedic & Unani Systems of Medicine, Punjab, whenever required.

- 18.The bidder is completely responsible to maintain every hardware and software and also for the sustaining of website.
- 19.The bidder must enclose all work order/completion letter of any similar work with government/State department/ Private Organization and shall enclose company profile.
- 20.The bidder will provide personnel/s for the smooth and friendly working of IT System/ office.
- 21.The facility of refund to candidate is solely under the Board of Ayurvedic & Unani Systems of Medicine, Punjab, S.A.S. Nagar.
- 22.It is a sole accountability of an assignee to resolve the issue/s of applicant/s in order to assist them in filling the registration form.
- 23.The payment will be made on monthly basis as per the number of approved cases. There will not be any other charges paid for the same and also not for the damage/s to the printer, wires or stationary etc.
- 24.Any additions required by the consignor in software/hardware are to be acceptable by the assignee. The assignee must coordinate and cooperate with the future needs/updates/requirements of the assignor.
- 25.The assignee will provide online data after a fixed interval i.e. a week to the Board of Ayurvedic & Unani Systems of Medicine, Punjab.
- 26.The bidder must provide stationary, raw material & consumables and RFID Cards, RFID Reader, Printing consumables and all other material such as colored printer which is in regards to the online process such as wires etc.
- 27.The contract will be of three years and if in case the work is not satisfying or not as per the guidelines of quotation then the contract will be held null and void/ terminated with immediate effect.

Kindly revert by 24<sup>th</sup> September,2021 with the desired quotation price either via post or bring it by hand at 3:00 P.m. at office premises (Board of Ayurvedic & Unani Systems of Medicines, at room no.310, 2<sup>nd</sup> Floor, Sector 69, S.A.S. Nagar, Punjab

Thanks & regards.

Sd/-

Registrar