



IIM SIRMAUR
KNOWLEDGE . LEADERSHIP

Indian Institute of Management Sirmaur

**Expression of Interest (EOI) for
Implementation of Learning
Management cum Academic
Administration System at
IIM Sirmaur**

Indian Institute of Management Sirmaur,
Paonta Sahib, Distt- Sirmaur,
Himachal Pradesh -, India
Phone No. : +91-01704 277312,
Email: purchaseoffice@iimsirmaur.ac.in Visit
us:
<http://www.iimsirmaur.ac.in/>

Expression of Interest (EOI) Notice No: IIMS/PUR/EoI LMS/06/2023-24 Dated 05.06.2023

SECTION-I

1. EOI Notification:

Indian Institute of Management Sirmaur (IIM Sirmaur) invites expressions of Interest from eligible, reputed companies/firms for the Learning Management cum Academic Administration System at the Institute as specified in this EOI document.

EOI document may be downloaded from IIM Sirmaur website **<https://www.iimsirmaur.ac.in/all-tender>**. Any subsequent amendments in the EOI will be available on the above-mentioned website.

Interested companies/agencies may submit their interest to purchaseoffice@iimsirmaur.ac.in within 15 days of publication of this EOI. Companies/Agencies may include some documents as attachments that can showcase their capabilities and achievements. Companies/Agencies shortlisted in pre-qualification will be required to give a presentation in the presence of the Evaluation Committee at IIM Sirmaur with no cost and no commitment from the IIM Sirmaur side. Each of the shortlisted Companies/Agencies will be given a slot of a fixed time period. The Evaluation Committee will see the presentation and/or demonstration of the System by interested parties and assess the competency of the Companies/Agencies to execute the system as per the requirements of the institute, their capacity of understanding the needs, and their sensitivity to providing services to IIM Sirmaur on below mentioned parameters:

- Presentation and/or demonstration of the proposed System for the Institute (IIM Sirmaur) and its features
- Number of years of existence of the Company
- Number of Key Professionals & their post qualification experience
- Number of projects executed with higher educational institutes along with the names of the institutes.
- Recognition/Accolades won during last 5 years
- Ability to serve IIM Sirmaur
- Track-record in successful execution of the systems along with testimonials

The Evaluation Committee will shortlist the Companies/Agencies on the basis of the above evaluation for further process.

SECTION-II

The Scope of Work

Indian Institute of Management Sirmaur (IIM Sirmaur or IIM S) is an autonomous public business school located in District Sirmaur, Himachal Pradesh. The institute, set up in 2015 by the Government of India, is one of the twenty Indian Institutes of Management (IIMs). It has been recognized as an Institute of National Importance by the Government of India in 2017.

The institute conducts a full range of academic activities in the field of management education covering research, teaching, training, consulting, and intellectual infrastructure development. The institute emphasizes the development of analytical skills and a focus on global and cross-cultural issues with a balance between business demands and social concerns.

For developing its permanent campus, IIM Sirmaur has been provided with three contiguous land parcels measuring 210 acres. The MoE, GOI has approved Rs. 392.51 crores in favor of the Institute for the development of a permanent campus Phase-I covering construction of 60,384 sq.mt for 600 students in September 2018. The mandatory approvals have been received by the Institute in 2019-2020 for the construction of permanent campus from various authorities.

Himachal Pradesh State Cabinet on January 07, 2020, has approved and transferred land ownership in the name of IIM Sirmaur for 1010 bigha (210 acres) at Dhaula Kuan, Himachal Pradesh.

The foundation stone for the construction of buildings (Phase-1) was laid on August 04, 2020. The construction of Buildings and development works of Phase-1 started in July /August 2020 and is expected to be completed by July 2023.

The construction and development of the permanent campus is planned in phases. The 1st phase of construction includes Boys Hostel, Mixed Hostel (Girls + PhD), Kitchen cum Dining Hall Complex, Student Activity Centre, Satellite Shopping Complex, Student Canteen, Director Residence, Faculty Residences, NonTeaching Staff Residences, Community Centre, Class Rooms Complex, Faculty Building, Computer & Communication Service Centre, Virtual Learning /Audio Visual Centre, Central Library, Auditorium/Conference Centre, MDP Centre, Administrative Complex, Incubation Centre, Guest House, Health Centre, Meditation Centre and the like

Indian Institute of Management Sirmaur (IIM Sirmaur) intends to digitize and streamline its core Administrative, Academic, HR, Financial, Examination, and other processes to improve administrative efficiencies and provide improved services to its stakeholders. To start with, the institute intends to digitize its academic administration of various programs.

For the above purpose, it intends to engage the services of a competent IT Company/ Firm which can understand the Institute (IIM Sirmaur)'s requirements of the Student Academic Life Cycle (SALC) and provide a complete Software Solution with implementation. In the future, it might be linked to a complete institute-wide solution.

The broad functional areas/modules identified, to be covered under 'The SALC System for Institute (IIM Sirmaur)' include; but are not restricted to-

- A. Student Information System (Valid data verification, documents attachments) Interface
 - a. Master data, transactional data,
 - b. Mass import of admission data
- B. For the first-year students
 - a. Allocation of students to different sections
- C. For the second-year students
 - a. Elective (2nd year) course bidding process at the end of the first year
 - b. Course-wise student allocation
- D. Course section-faculty allocation
- E. Book / Bound polycopy issuance
- F. Course Material sharing [if online]
- G. Course, Faculty, Classroom scheduling
- H. Academic Calendar - Events, Exams, Assessments, Timetable, Feedbacks
- I. Student Time-table and rescheduling process as per the resource constraints of faculty, classroom, time-slot, student engagement, holidays etc.
- J. Attendance records - capture, maintenance, usage
- K. Student Leave Approval Process
- L. Formative Assessments - quiz, assignments, essays
 - a. Preparation & Design, Scheduling, Submission, Evaluations
 - b. Plagiarism integration (with 3rd party tools such as Turnitin)
- M. Summative Evaluation (mid-term/ End-Term) in every term (cyclic)
 - a. Scheduling the offline examination
 - b. Examination room and invigilation duty allocation
 - c. Examination attendance
 - d. Seat allocation
 - e. Proctored (online) summative assessments
- N. Grievance / Complaints
- O. Course/ Faculty Feedback Process
- P. Grading
 - a. Online Grading of assessments
 - b. Offline Grading
 - c. Moderation, scaling
 - d. Result preparation, processing & release
 - e. Transcripts - designing, printing
- Q. Flagging student of low performance, disciplinary action, accounts
- R. Student deferral, Failure, Promotion to the next level based on the result
- S. Student dashboard
- T. Mobile App based Student/ Faculty interface
- U. Analytical Reports
- V. Hostels
 - a. Room allocation, Room change, Departure
 - b. Mess
- W. Fees
 - a. Payments
 - b. Upload of data from accounting software

While above inclusions are to guide the core functionality expected, these may however be added/amended based on Institute (IIM Sirmaur)'s requirement.
