**Design and Development of AIISH Activity Reporting System (AARS)**

The Institute would like to invite quotation for designing and developing a web-based **Activity Reporting System** for managing various academic, research, clinical, public education, administrative and supporting service activities. The system should have the following functionalities and features.

1. Facility for the online submission of:
2. Information, statistics and supporting documents as attachments on various activities carried out by the employees at regular intervals such as weekly, monthly, half yearly and yearly (A template of the input form is enclosed as Appendix-I)
3. Information and statistics on various activities carried out by the individual Departments ( 11 nos.) /Sections (14 nos.) ( Templates of the input forms are enclosed as Appendix-II and III)
4. Provision to modify/ delete/ update the information by the authorized users.
5. Generation of various customized reports from the submitted information (at the personal / department/section/institutional level) for various purposes by the authorized users in MS Word, PDF and HTML formats with tables and graphs.
6. The system must support different browsers on both Windows and Linux platforms.
7. The system must support multiple file formats i.e. PDF, MS Office, TIFF, JPEG, Audio/Video, PowerPoint etc.
8. Facility to limit access to documents and files to specified users or user groups.
9. Facility for searching information
10. Facility for predictive search i.e. the application should provide suggestion when user starts keying the alphabets in certain fields for search.
11. Accessibility of the content to users only after proper authentication.
12. Front-End design with the following components/features
13. Image banner reflecting the meaning of an Online Information System with Institute logo and the captions
14. Sliding images of the Departments and Sections of the Institute ( Images will be provided)
15. Facility for User Registration / Login at the Personal and Department/ Section level.
16. Facility for simple and advanced searching, browsing by the name of persons, sections, departments, activities etc.
17. Facility for uploading the information and supporting documents by the registered users
18. Static pages on FAQs and Help
19. Provision for users for submission of materials and approval mechanism before publishing.

**Terms and conditions**

1. The System must be developed on ASP**.net software with ‘MySQL’ database**
2. The firm will be responsible for error detection/correction/ bug fixing of the installed applications for a period of two years starting from the date of installation.
3. The works like data entry, document uploading etc. will be carried out by the Institute.
4. The firm must transfer the application along with the source code to the institute during the time of installation.
5. The work may be carried out by the firm in online mode using remote login applications like Team Viewer.
6. The firm is expected to complete the assigned work in a time bound/ scheduled manner as stipulated by the Institute.
7. The payment will be made only after the successful completion of the entire work.
8. Joint bids and outsourcing or subletting of any nature / third party shall not be acceptable.