

JAMIA HAMDARD

(Deemed to be University) Accredited by NAAC in 'A' Category

Phone : 011 26059688 (12 Lines)

Fax : 011 26059663

E-mail: inquiry@jamiahamdard.edu Website: www.jamiahamdard.edu

HAMDARD NAGAR NEW DELHI - 110062

6.2.3 Response to Deviation to DVV Query

6.2.3	Institution Implements e-	Provide ERP Document for the
	governance covering following	Administration Finance and Accounts
	areas of operation	Student Admission and Support
	Administration	Examination for the year 2021-22.
	Finance and Accounts	
	Student Admission and Support	
	Examination	
	HEI Input: A. All the above	

ERP Software Details

S#	Department	Software Used				
1	Administration	University Management System (UMS)				
2	Finance and Accounts	University Management System (UMS)				
3	Student Admission and Support	University Management System (UMS)				
4	Examination	University Management System (UMS) Academic Record Management System(ARMS)				

Additional Information-

Jamia Hamdard has also implemented **RMS** (**Research Management System**) for research activities, invited lectures, seminars, and workshops etc.



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HAMDARD NAGAR NEW DELHI - 110062

JH/HNF/PS/ERP- Dec. 2019-721/June 2021 Dated: June 10, 2021

To,

M/s CorporateServe Solutions Private Limited 408, Udyog Vihar, Phase-IV, Gurugram, Haryana.
GST Number-06AACCC4437E1Z1.

Subject: Purchase/ Work Order as per MOU regarding implementation of University Management Software in Jamia Hamdard, New Delhi.

Dear Sir,

Please refer to the detailed Memorandum of Understanding (MOU) signed by both the parties along with its annexures with reference to the Tender document published in JH website in December 2019. We are pleased to raise Purchase/ Work Order in favour of your company for licenses and implementation as per details stated therein. Costs of the licenses and implementation are as per below:

Descriptions	Qty	Amount (In Rupees)*
Microsoft Dynamics 365 Business Central Essentials	43	36,11,312
Education Vertical Essential Add functionality	43	40,62,726
Microsoft Dynamics 365 Business Central Team	30	5,03,904
Members Add Constitutionality	30	5,66,892
Education Vertical Team Members Add functionality	_	11,13,600
Publishing on Student Portals (unlimited students)	$\frac{1}{1}$	7,63,280
Payroll (CoprorateServe)	1	
Microsoft Dynamics 365 Business Central Objects	50	16,79,680
Education Vertical Objects Add	50	12,59,760
Total Product Cost (A)		Rs. 1,35,61,154
Less Extra Discount		-8,25,154
Implementation Costs		Net After Discount
Pre-Admission & Counselling		9,28,000
Admission & Registration		
Academics		23,20,000
Examination		23,20,000
Evaluation		
Student Finance		9,28,000
Accounts		
Student Feedback		1,32,000
Discipline Cell		122.000
Hostel		1,32,000
Mess	- Maria	

Page 1 of 3

	1,32,000
Placement	
Alumni	1,32,000
Security	
Fleet	Free
T Department	6,96,000
Purchase	-
Stores	Free
HODs	Free
Management	Free
Faculty	Free
HRMS	10,44,000
Student & Faculty Portals Integration	87,64,000
Total Implementation Costs (C)	87,04,000
Total Cost of Solution (A+B+C)	Rs. 2,15,00,000

Commercials: Number of Students to be opened in software are not be counted in license for users. Number of Named Users is total limit of 73 named users**

Although detailed scope, requirements, terms and conditions are as per signed MOU with its annexures but some of these are highlighted below:

Note: In addition, Jamia Hamdard will have a choice to take 3 technicians on site at a price of Rs. 1.25 lakhs per man per month after 03 months from date of Go Live.

- *Amount includes first year's Enhancement Plan @ 16% of License cost. From next year this amount is payable to obtain license of updates on the software.
- **Out of total 73 named users, 43 are Essentials and 30 are Team members. Microsoft Licenses are perpetual.

Terms:

- i) Implementation services up to Go Live date and up to 3 months of respective modules are included in above table. In addition, Jamia Hamdard will have a choice for maintenance, to purchase services of 1 (or more) technicians of CorporateServe at a price of Rs. 1.25 lakhs per man per month. This salary may be increased by 10% per annum and will be payable by the JH on every 30th of the English calendar. This Service may be started after 3 months from the date of Go Live as stated above.
- ii) Government taxes and out of pocket expenses as per actual are extra. Processing charges on license @ 2% is extra.
- iii) For regular updates and upgrade license fee of 16% of license, first year's EP fee is included in the above.

iv) Payment Terms:

- Upon Signing: 50% on Signing of MOU
- Upon Mobilisation: 20% in 3 Weeks of Signing of MOU upon Mobilisation of Team



• Upon Achievement of Milestones: 20% on achievement of milestones as per following table:

Module\Milestone	FRD	UAT	Amount
Pre-Admission & Counselling	10.00%	10.00%	9,28,000
Admission & Registration			Included
Acdemics	10.00%	10.00%	23,20,000
Examination	10.00%	10.00%	23,20,000
Evaluation			Included
Student Finance	10.00%	10.00%	9,28,000
Accounts			Included
Student Feedback	10.00%	10.00%	1,32,000
Discipline Cell			Included
Hostel	10.00%	10.00%	1,32,000
Mess			Included
Placement	10.00%	10.00%	1,32,000
Alumni			Included
Security	10.00%	10.00%	1,32,000
Fleet			Included
Purchase	10.00%	10.00%	6,96,000
Stores			Included
HRMS			FOC
Student & Faculty Portal	10.00%	10.00%	10,44,000
Total	10.00%	10.00%	87,64,000

• **Final Payment:** 10% on Go Live of Final last module and on being given a completion certificate by the Jamia Hamdard and after it being duly accepted by the CorporateServe.

Note: Since the payments are made in instalments, corresponding taxes will be paid extra, if applicable, along with invoices. Payments should be utilised to first settle software license amounts.

The agency is requested to commence the implementation of the above work immediately after getting the Purchase/ Work Order.

Yours Faithfully,

Registrant
Jamie Hankhtar)
(Deeme Registransity)
Hamdard Nagar
New Delhi-110

Enclosed: Copy of signed MOU.



सत्यमेव जयत

Certificate No.

Certificate Issued Date

Account Reference

Unique Doc. Reference

Purchased by

Description of Document

Property Description

Consideration Price (Rs.)

First Party

Second Party

Stamp Duty Paid By

Stamp Duty Amount(Rs.)

INDIA NON JUDICIAL

Government of National Capital Territory of Delhi

e-Stamp

: IN-DL64940481329307T

25-Mar-2021 10:22 AM

: IMPACC (IV)/ dl857503/ DELHI/ DL-DLH

SUBIN-DLDL85750331171183379778T

REGISTRAR JAMIA HAMDARD

Article Others

Not Applicable

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(Zero)

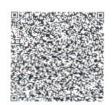
REGISTRAR JAMIA HAMDARD

Not Applicable

REGISTRAR JAMIA HAMDARD

100

(One Hundred only)



.....Please write or type below this line.....

MEMORANDU OF UNDERTANDING (MOU) FOR DEVELOPMENT, CUSTOMISATION, DEPLOYMENT &IMPLEMENTATION OF UNIVERSITY MANAGEMENT SOFTWARE

This Memorandum of Understanding ("MOU") on licensing and implementation of University Management Software ("UMS") is being agreed for Jamia Hamdard, Hamdard Nagar, New Delhi-110062, on 2021 by and between:

Degistrar
Jamia Hamdard
Jamia Hamdard University)
(Deemed Nagar
Hamdard Nagar
Hamdard Nagar

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PARTIES:

(1) Jamia Hamdard, (hereinafter referred to as the "Hamdard University"), a Deemed-to-be-University recognized by Government of India, Hamdard Nagar, Delhi, acting through and by the hands of its Registrar namely Mr. S.S. Akhtar, which expression shall, where the context so admits, include successors in office, successors in interest, administrators and assignees, etc.

AND

(2) M/s CorporateServe Solutions Private Limited, a company incorporated under the provisionsof the Companies Act 1956 having its office at 408, Udyog Vihar, Phase-IV, Gurgaon, Haryana, 122016, (hereinafter called "CorporateServe") acting through and by the hands of Mr. Vinay Vohra (one its directors and authorised signatory for the purpose of this MoU), (hereinafter also referred to as the "Service Provider"), which expression shall, where the context so admits, include the said M/s. CorporateServe Solutions Private Limited, their Board of Directors, successors in office, successors in interest, administrators and assigneesetc.

JH and CorporateServe Solutions Private Limitedare hereinafter together referred as "Parties" and individually as "Party".

WHEREAS:

Hamdard University is desirous of implementing UMS for better controls & operations of its campus at Delhi. CorporateServe has represented that it possesses the necessary infrastructure, licenses, permissions and experience for implementation and has expressed its desire to provide licenses and implementation services to Hamdard University for UMS system for the better controls & operations of the Hamdard University at its Delhi Campus. The Service Provider has submitted price bid for the required scope of work as per this MOU for consideration as stated in Annexure 1 of this MOU.

NOW THIS MOU WITNESSETH AS UNDER:

- Definitions: In this MOU, words and expressions shall have the same meanings as are respectively assigned to them in the technical and commercial proposal or as may be assigned hereinafter.
 - "CorporateServe" means CorporateServe Solutions Private Limited having its registered address at 3035, 1st Floor, street No. 12A, Ranjeet Nagar, New Delhi- 110008 and its Operational Head Office at 408, Udyog Vihar, Phase-IV, Gurgaon, Haryana, India.
 - "Hamdard University" means Jamia University (Deemed to be University), having its campus at Hamdard Nagar, New Delhi-110062.
 - "University Management Software" or "UMS" means Microsoft Dynamics 365 Business Central ERP software as accepted, agreed and supplied bythe CorporateServe.
- Service Provider hereby covenants with Hamdard University to execute scope of work as per this MOU. Hamdard University hereby covenants to pay CorporateServe in consideration of such execution the "Price" at the time and in the manner prescribed in thisMOU.
- 3. **Scope**: Details of licenses of Microsoft Dynamics 365 Business Central software, scope and methodology of its implementation services and other terms and conditions are as stated in Annexure-1 which is a part of this MOU. Departments functions to be covered for implementation are detailed in the said annexure and indicated pereunder:
 - Pre-Admission & Counselling
 - Admission & Registration
 - Academics
 - Examination

Registrar Vamia Hamdard (Deemed University) (Deemed Nagar Hamdard Nagar New Delhi-110062



- Accounts
- StudentFinance
- Evaluation
- StudentFeedback
- DisciplineCell
- Hostel &GuestHouse
- Mess
- Placement
- Alumni
- Security
- Fleet
- Purchase
- Stores
- HRMS
- Students Portal Integration
- 4. Commercials: Number of Students to be opened in software are not be counted in license for users. Number of Named Users is total limit of 73 named users**

	Qty	Amount*
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Microsoft Dynamics 365 Business Central Team Members	30	5,03,904
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Education Vertical Objects Add	50	12,59,760
Total Product Cost (A)		1,35,61,154
LessExtra Discount		-8 25 154

Net After Discount	Implementation Costs
9,28,00	Pre-Admission & Counselling
	Admission & Registration
23,20,00	Academics
23,20,000	Examination
	Evaluation
9,28,000	Student Finance
	Accounts
1,32,000	Student Feedback
	Discipline Cell
1,32,000	Hostel
	Mess
1,32,000	Placement
	Alumni
1,32,000	Security
	Fleet
Free	IT Department
6,96,000	Purchase
	Stores
Free	HODs
Free	Management
Free	Faculty
Free	HRMS
10,44,000	Student & Faculty Portals Integeration
87,64,000	Total Implementation Costs (C)
2,15,00,000	Total Cost of Solution (A+B+C)

Notes: In addition, Hamdard University will have a choice to take 3 technicians on site at a price of Rs. 1.25 lakhs per man per month from date of Go Live.

*Amount includes first year's Enhancement Plan @ 16% of License cost. From next year this amount is payable to obtain license of updates on the software.

** Out of total 73 named users, 43 are Essentials and 30 are Team members. Microsoft Licenses are perpetual.

Jamia Hamdard

Jamia Hamdard

(Deemed University)

Hamdard Nagar

Hamdard Nagar

New Delhi-110062

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Terms:

- i) Implementation services upto Go Live date and upto 3 months of respective modules are included in above table. In addition, Jamia Hamdard will have a choice for maintenance, to purchase services of 1 (or more) technicians of CorporateServe at a price of Rs. 1.25 lakhs per man per month. This salary may be increased by 10% per annum and will be payable by the JH on every 30th of the English calendar. This services hould be started from 3 months from the date of Go Live as stated above.
- Government taxes and actual out of pocket expenses are extra. Processing charges on license @ 2% is extra.
- iii) For regular updates and upgrade license fee of 16% of license, first year's EP fee is **included** in the above.
- iv) PaymentTerms:
 - UponSigning:50%onSigningofMOU
 - Upon Mobilisation: 20% in 3 Weeks of Signing of MOU upon Mobilisation of Team
 - Upon Achievement of Milestones: 20% on achievement of milestones as per following table
 - Final Payment: 10% on Go Live of Final last module and on being given a completion certificate by the Hamdard University and after it being duly accepted by the CorporateServe. Such completion certificate shall not be unreasonably delayed or withheld and shall be deemed to have been given if there is no specific actionable adverse comment made by JH in 1 week from completion of milestone and of any specific actionable comments have been made by JH then such certificate shall be deemed to have been given when action has been taken by CorporateServe.

Module\Milestone	FRD	UAT	Amount
Pre-Admission & Counselling	10.00%	10.00%	9,28,000
Admission & Registration			Included
Acdemics	10.00%	10.00%	23,20,000
Examination	10.00%	10.00%	23,20,000
Evaluation			Included
Student Finance	10.00%	10.00%	9,28,000
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Stores			Included
HRMS			FOC
Student & Faculty Portal	10.00%	10.00%	10,44,000
Total	10.00%	10.00%	87,64,000

Note: Since the payments are made in instalments, corresponding taxes will be paid extra along with invoices. Payments would be utilised to first settle software license amounts.

Maintenance: Service Provider shall, at the choice of Hamdard University, provide technical support services for a period of 3 (Three) years from date of this MOU. During this period, Service Provider shall provide services of UMS maintenance and bugs fixes by way of deployment of 3 resources. Commercials for this extra service are stated in section 4 above. Under this service, service provider shall deploy technical staff to do preventive maintenance for upkeep of the application running during the service period. Service Technical staff deployed by Service Provider under this shall be capable of keeping uptime from 8:00 AM to 9:30 PM and do preventive maintenance during night hours after 10:00 PM but before 7:00AM.

Severability & Entirety: Each section or clause of this MOU is enforceable independently. This
MOU along with its all appendices, constitutes the complete and exclusive statement of the

Registrar Jamia Hamdard (Deemed University) (Deemed Nagar Hamdard Nagar understanding between the parties, and supersedes all other prior or contemporaneous communications between the parties relating to the subject matter hereof, whether written or oral. Connectivity, firewalls, hardware, any other products or services not explicitly stated to be included in the scope are deemed to be excluded. No purchase order shall add additional terms to or vary the terms of this MOU.

- 7. Force Majeure: Neither party shall be in default or liable for any loss or damage resulting from delays in performance or from failure to perform or comply with terms of the MOU due to any causes beyond its reasonable control, which causes include but are not limited to acts of god, or the public enemy, riots and insurrect, war, accident, fire, strike and other labour difficulties, embargoes, judicial action, lack of or inedibility to obtain necessary labour material, energy components or machinery and acts of civil or military authorities. Any software licenses or services delivered are neither returnable orrefundable.
- 1.1. Adjudication: Any confusion or clarification shall be amicably resolved through mutual dialogue, MOU and correspondences within 30 days thereof. However, the legal authority for settlement of any such disputes shall vest within the pecuniary and territorial jurisdiction of the competent courts of New Delhionly.
- 8. Miscellaneous: The section headings and titles of the provisions of all parts of the MOU are for convenience only and do not affect the interpretation of any provisions. Parties are working together on a non-exclusive basis and engagements between the parties will not be interpreted to limit either party's right to purchase or sell products or services from other sources and will not restrict either party's freedom to set prices for its products orservices.

9. INDEMNITY

Each Party hereby agrees to indemnify, defend and hold the other Party, its Affiliates, its assignees, its successors, its licensees, its licensors, and its and their officers, directors, employees, and agents (collectively, "Indemnitees") harmless from and against any and all damages or other amounts payable to a third party claimant, as well as any reasonable attorneys' fees and costs of litigation (collectively, "Damages") arising out of or resulting from any negligence, claim, suit, proceeding or cause of action (each, a "Claim") brought by a third party against a Party or Indemnitee based on: (a) breach of any representation or warranty by the Indemnifying Party contained in this MoU, (b) breach of any applicable Law by such Indemnifying Party, or (c) gross negligence or willful misconduct by such Indemnifying Party, its Affiliates, or their respective employees, or agents. Liability of CorporateServe under this clause shall not exceed services fee received by it under this MOU and software license not delivered, if any.

10. CONFIDENTIALITY AND DATA PROTECTION

Each Party may have access to information that is confidential to the other Party. As used herein, "Confidential Information" means all confidential and proprietary information of a Party ("Disclosing Party") disclosed to the other Party ("Receiving Party"), whether orally or in writing, that is clearly identified as confidential as well as any information that, based on the circumstances under which it was disclosed, a reasonable person would believe to be confidential, including but not limited to the terms and conditions of this MoU (including pricing and other terms mentioned hereunder), the University Data, business and marketing plans, technology and technical information, product designs, trade secrets and business processes. A Party's Confidential Information shall not include information that (i) is or becomes a part of the public domain through no act or omission of the other Party; (ii) was in the other Party's lawful possession prior to the disclosure and had not been obtained by the other Party either directly or indirectly from the Disclosing Party; (iii) is lawfully disclosed to the other Party by a third party without restriction on disclosure; (iv) is independently developed by the other Party without use of or reference to the other Party's Confidential Information. The Parties agree to use all reasonable care to prevent disclosure of the other Party's Confidential Information to any thirdy

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party. Notwithstanding the foregoing, University acknowledges and agrees that the other party may disclose University's Confidential Information to its employees, consultants, Providers and other third-party providers solely to the extent necessary to provide the Services under this MoU, provided that the CorporateServe has a non-disclosure agreement in place with such third-party provider that protects such Confidential Information against disclosure in a manner no less protective than this MoU. This section constitutes the entire understanding of the Parties and supersedes all prior or contemporaneous agreements, representations or negotiations, whether oral or written, with respect to Confidential Information.

If Receiving Party is compelled by law or legal process to disclose Confidential Information of Disclosing Party, it shall provide Disclosing Party with prompt prior notice of such compelled disclosure (to the extent legally permitted) and reasonable assistance, at Disclosing Party's expense, if Disclosing Party wishes to contest the disclosure.

If Receiving Party discloses (or threatens to disclose) any Confidential Information of Disclosing Party in breach of this Section, Disclosing Party shall have the right, in addition to any other remedies available to it, to seek injunctive relief to enjoin such acts, it being acknowledged by the Parties that any other available remedies may be inadequate.

Upon any termination of this MoU, the Receiving Party shall continue to maintain the confidentiality of the Disclosing Party's Confidential Information for 2 (two) years and, upon request, return to the Disclosing Party or destroy (at the Disclosing Party's election) all materials containing such Confidential Information.

11. DATA SECURTY

CorporateServe shall use commercially reasonable efforts to ensure that it maintains industry standards encryption and security measures to prevent any hacking of information pertaining to University Data used while rendering the Services. CorporateServe shall use commercially reasonable measures to ensure that all University Data which is in the possession of and/or hosted, stored by CorporateServe pursuant to this MoU is not lost, damaged, tampered or corrupted or in any manner whatsoever.

CorporateServe hereby undertakes to comply with applicable Data Protection Laws while rendering Services to University and in performing its obligations under this MoU. For the purposes of this MoU, "Data Protection Laws" means all applicable statutes, laws, secondary legislation, regulations and common law duties pertaining to privacy, confidentiality and/or the protection of Personal Data or corporate data in India including, without limitation, Information Technology (Reasonable security practices and procedures and sensitive personal data or information) Rules, 2011 (India) and Information Technology Act, 2000 (IT Act, 2000).

12. TERM AND TERMINATION:

Term of this MoU shall commence on the effective date listed above and shall continue for a period of 03 (Three) years from the Effective Date unless terminated earlier by either of the Parties.

- 13. **Amendment**: No amendment or variation of this MoU shall be binding or have any effect unless in writing, approved and signed by or on behalf of the Parties to thisMoU.
- 14. That the staff deployed (if any) by the CorporateServe for rendering the above-mentioned services shall be deemed to be the employees of the CorporateServe only and there will be no privity of contract between the Jamia Hamdard and the employees/staff of the etc., engaged by the CorporateServe. That any employee/staff who may, in the opinion of the

Registrat

Jamia Hamdard

Jamia Hamdard University)

(Deemed University)

Hamdard Nagar

Hamdard Nagar

New Delhi-110062

Competent Authority of Jamia Hamdard be found to be of doubtful character, incompetent or is found to be involved in any unlawful or unruly conduct/negligence or misbehaves with other staff/person etc., shall be replaced by the CorporateServe with immediate effect. That the CorporateServe shall at their own costs, employ/deploy personnel/staff, agents etc., to render the aforesaid services. Further the CorporateServe, shall solely be responsible for the timely payment of its staff/employees, and other obligatory benefits under any law/acts for the time being in force, or which may come in force, during currency of the MoU. The Contractor shall comply with all provisions of applicable laws and/or any other acts for which such staff/personnel are subjected to and shall keep Jamia Hamdard indemnified from all such acts, omissions, faults, breaches and/any claims, payments, losses, demands and expenses etc. in connection with such staff/personnel deployed by the CorporateServe.

- That the CorporateServe shall carry out all the instructions within the meaning and 15. interpretation of this MoU given by the Jamia Hamdard and non-compliance of such instructions may be treated as a breach of this MoU. Any relaxation granted by the Jamia Hamdard shall not in any way prejudice the strict rights of the Jamia Hamdard under this MoU.
- 16. Notices: Any notice under this MOU shall be sent to the following:

To: Jamia Hamdard	To: CorporateServe				
Registrar,	Mr. Vinay Vohra, CorporateServe Solutions Pvt.				
Jamia Hamdard, Hamdard Nagar,	Ltd. 408, Udyog Vihar, Phase-IV, Gurugram-				
NewDelhi-110062,	122015 and				
e-mail: registrar@jamiahamdard.ac.in	e-mail to vinay.vohra@corporateserve.com				

We have read and understood the terms and conditions of the aforesaid MOU to the fullest of its words and spirits; and thus, signed and stamped the MOU herein as under to be abided by the same.

For and on Behalfof

Jamia Hamdard egistrar

ia Hamdard eemed University) dard Nagar New Delhi-110062

(Registrar & Authorised Representative)

For and on Behalf of

M/s CorporateServe Solutions PrivateLimited

Vinay Vohra (Chief Executive Officer & Authorised Rep

WITNESSES:

WITNESSES:

(Deemed University

2.

Enclosure: Annexure 1

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JAMIA HAMDARD

(Deemed to be University) Accredited by NAAC in 'A' Category

Phone : 011 26059688 (12 Lines)
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E-mail : inquiry@jamiahamdard.edu

Website: www.jamiahamdard.edu

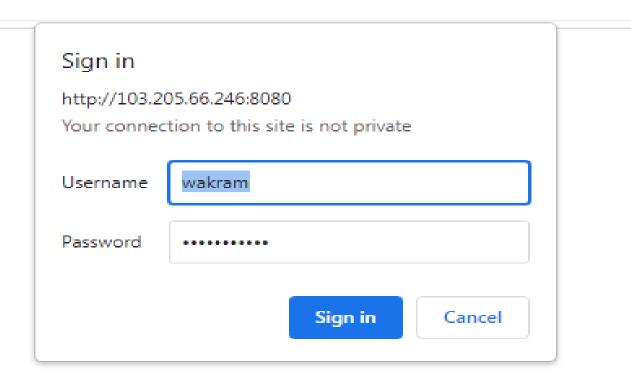
HAMDARD NAGAR NEW DELHI - 110062

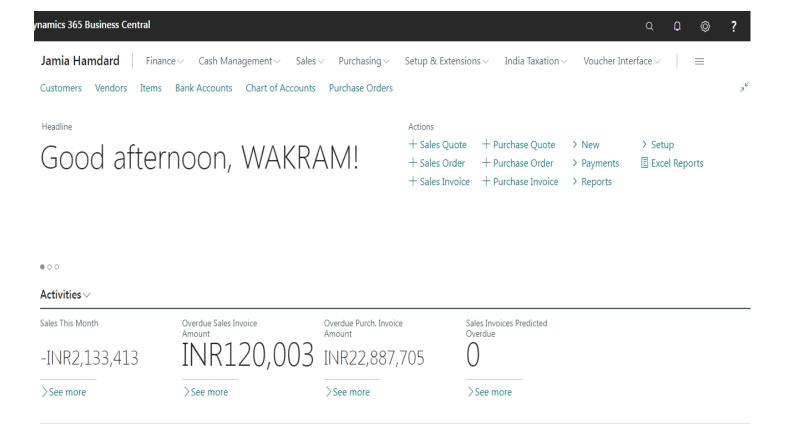
6.2.3 Response to Deviation to DVV Query

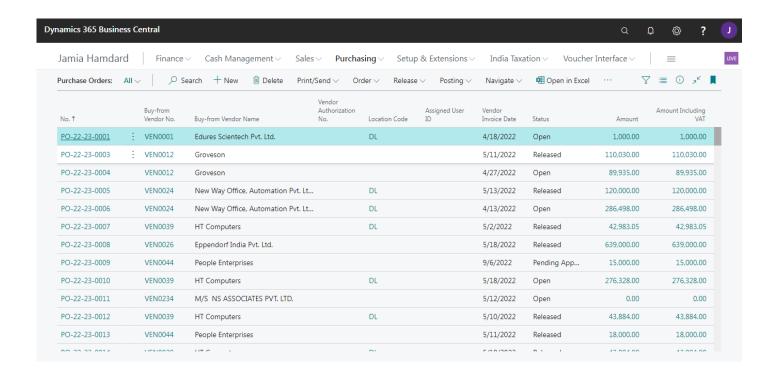
6.2.3 Institution Implements e- governance covering follo areas of operation Administration Finance and Accounts Student Admission and S Examination HEI Input: A. All the abo	Administration Finance and Accounts Student Admission and Support Examination for the year 2021-22. upport
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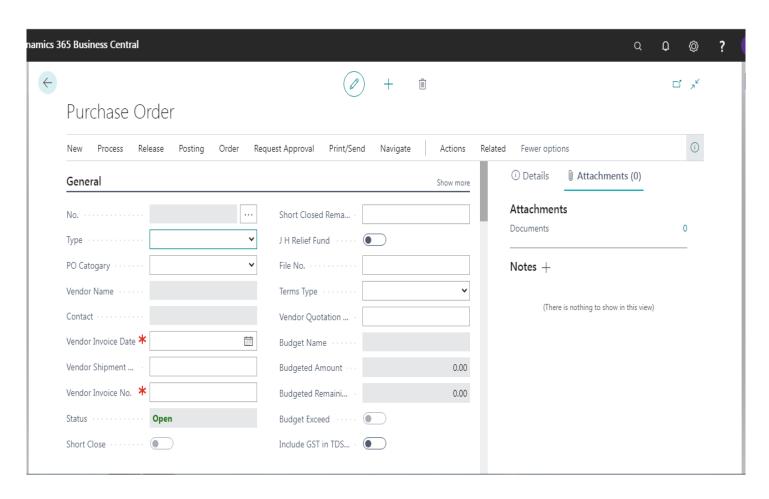
ERP Software Details

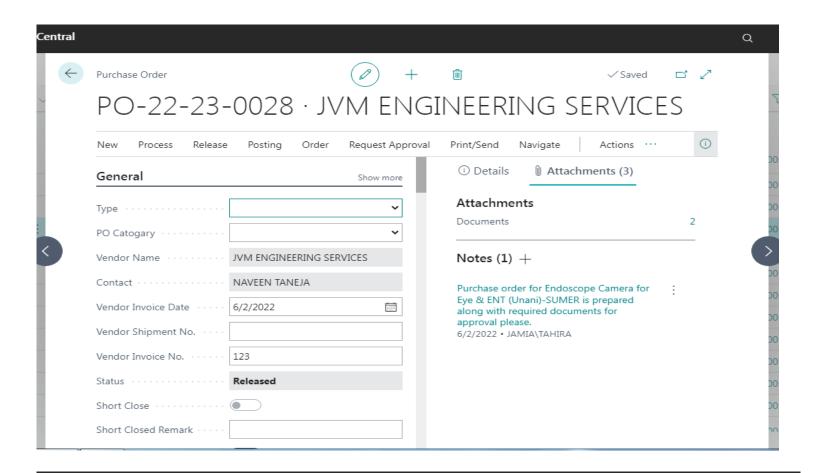
S#	Department	Software Used				
1	Administration	University Management System (UMS)				













PURCHASE ORDER

Deemed to be University, Hamdard Nagar South Delhi Delhi - 110062			Purchase OrderNo. Vendor No. & Name PO-22-23-0028 VEN0242 -JVM ENGINEERING SERVICES								
			Mode/Terms of Payment	File No. 2165							
E-Ma PAN	il : No. : AAATJ2	1432R			Nate Vendor Quotation No. 2-Jun-22 NIL DT. 27.03.2022						
To: JVM ENGINEERING SERVICES ROYAL CROWN, SCO-1, FIRST FLOOR, ASHOKA ENCLAVE MAIN MARKET, SECTOR-35, FARIDABAD Haryana- 121003 State Name: Haryana Code: 06 GSTIN/UIN: 06AFQPT9177G1ZM PAN No.: AFQPT9177G			Through: JVM ENGINEERING SERVICES ROYAL CROWN, SCO-1, FIRST FLOOR, ASHOKA ENCLAVE, MAIN MARKET, SECTOR-35, FARIDABAD- 121003, IN Contact: NAVEEN TANEJA					CTOR-35,			
Sr. No.	Туре	No.		Description of Goods				Rate	иом	GST %	Amount
1	Fixed Asset	FA/22- 23/0037			R, LIGHT, SOURCE, CAMERA, ODEG ENDOSCOPE ,	6/2/20	1.00	225000.0 0	NOS	12 96	225000.00
					IGST						27000.00
Amo INR 1	unt Charges TWO LAKHS	able (In Words	ù HOUSAND AND ZE	RO ONLY	Tota	1	1				252000.00 E. & O.E.
Prepared by					Ordered by	For Jamia Hamdard Signature					
Tern	ns & Condi	itions		<u> </u>					Jigilla		
Deliv Jamia Warn In cas	ery Pariod: W a Hamdard re anty: One y	(1/1	duction will be made	Hamdard Ba y/all tends is v from the late s from the bill	= [1]			<u> </u>	:	品	
Jamia Hamdard will deduct an amount on 0.25% from the bills for Jamia Hamdard Relief and Welfare Fund. In case of any manufacturing defects in the item, it should be replaced immediately. Payment: 100% on delivery and satisfactory installation.											



JAMIA HAMDARD

(Deemed to be University) Accredited by NAAC in 'A' Category

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E-mail : inquiry@jamiahamdard.edu

Website: www.jamiahamdard.edu

HAMDARD NAGAR NEW DELHI - 110062

6.2.3 Response to Deviation to DVV Query

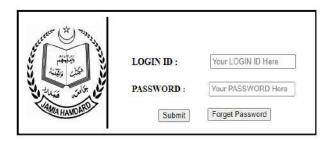
gov are Ad Fin Stu Exa	vernance covering following eas of operation Implements end Accounts adent Admission and Support amination EI Input: A. All the above	Provide ERP Document for the Administration Finance and Accounts Student Admission and Support Examination for the year 2021-22.
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ERP Software Details

S#	Department	Software Used
2	Finance and Accounts	University Management System (UMS)

JAMIA INTRANET

WELCOME TO HAMS SALARY SYSTEM





screenshot of ums:

https://payroll.jamiahamdard.ac.in



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6.2.3 Response to Deviation to DVV Query

6.2.3 Institution Implements e- governance covering following areas of operation Administration Finance and Accounts Student Admission and Support Examination HEI Input: A. All the above	Provide ERP Document for the Administration Finance and Accounts Student Admission and Support Examination for the year 2021-22.
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ERP Software Details

S#	Department	Software Used
4	Examination	University Management System (UMS)



Jamia Hamdard, New Delhi

USER MANUL FOR EXAMINATION SOFTWARE

Table of Contents

- > Introduction
- **How To Access**
- Managing the User
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- **Edit Profile**
- > Managing the Flash News
 - * To Add
 - * To Modify
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- > Managing the News Room
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 - * To Delete
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 - * To Add
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 - * To Delete
- Viewing the Log Details
 - **♦ All**
 - * User Wise
 - **Operation Wise**
 - * Date Wise
- Deleting the Log Details
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 - * Date Wise
- > Logout

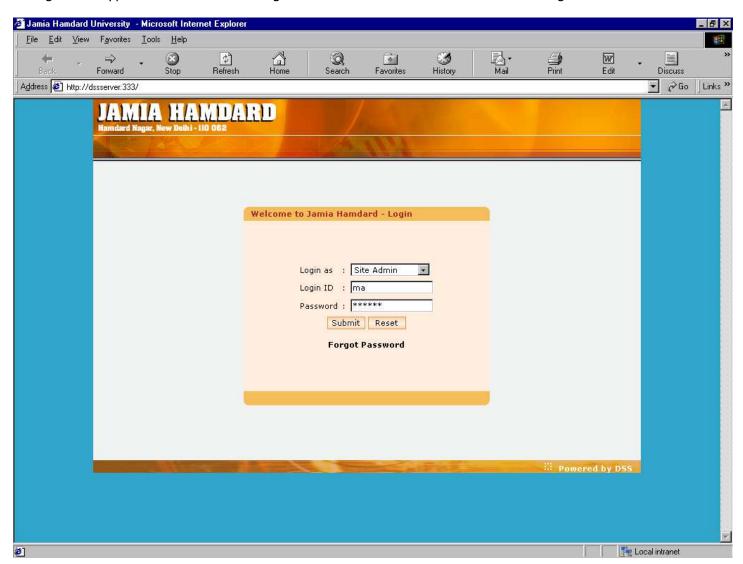
User Manual for Credit Based Examination

Introduction

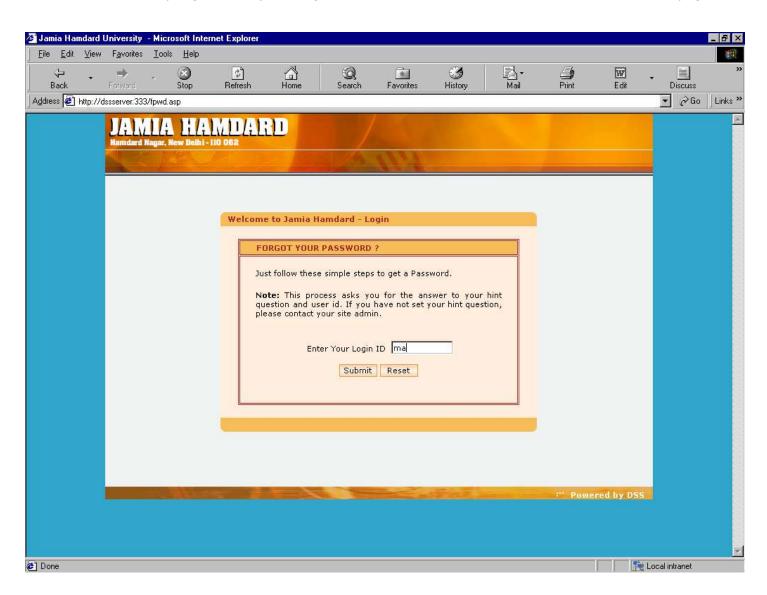
Examination Module can be accessed by 3 levels of users. The three levels of users are Exam Department, Management and Site Admin. Underneath the Exam Department there will be users like tabulator1 and tabulator2 and cross checker and underneath Management there will be users like Registrar, Vice Chancellor, Controller of Examination etc., and underneath site Admin there will be users like Examination Department's Admins.

How to Access

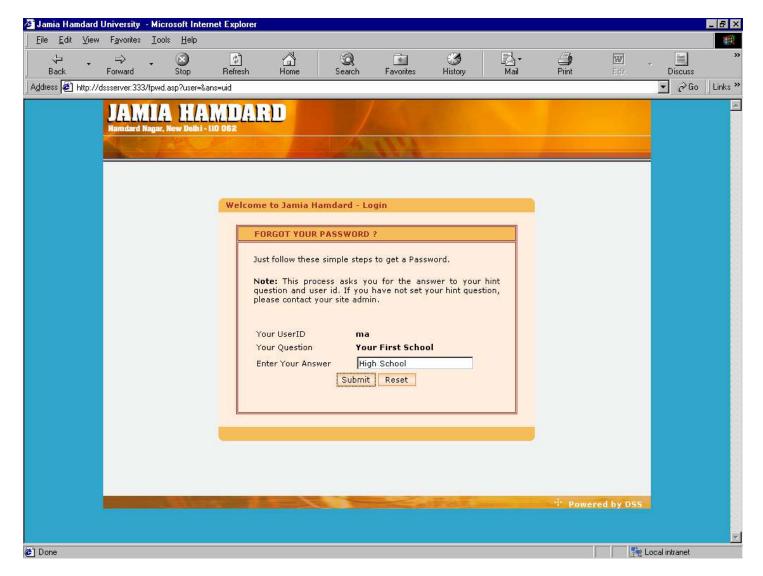
Entering into the appropriate URL can access the Examination module. The following screen will appear according to the type of user select the Login as from the List Box and then enter Login Id and Password



There is also an option for the **Forgot Password** through which the User can retrieve the Password for the Username already registered by clicking on the Link. This will redirect the User to the below page.

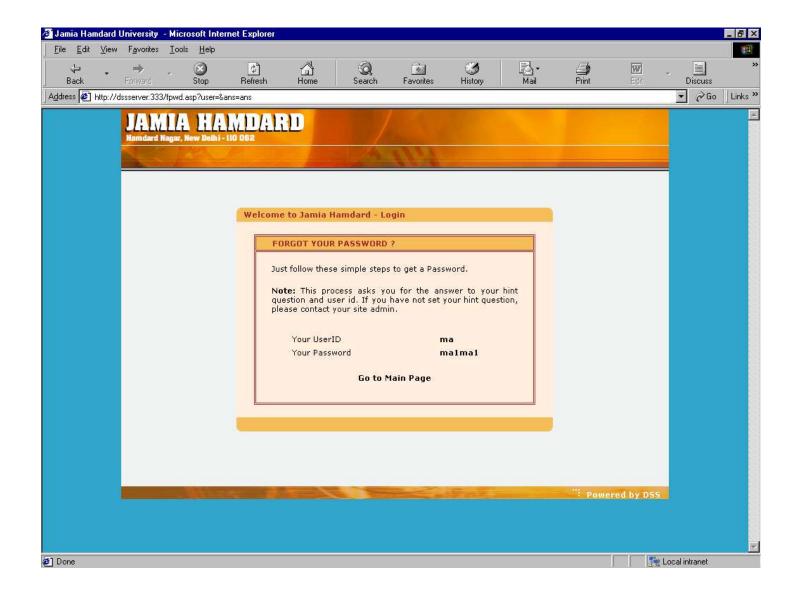


The User has to enter the **User Name** and then click the **Submit** Button. This will redirect to the below page.



Where the User enters the **Answer** for the **Your Question** and click the **Submit** Button, it will redirect to the page where the User can view their **Username** and **Password**.

Note: If the user forgot the Answer for the Reminder Question, he (she) has to contact the Administrator to delete and create a new Profile (or User).



Once the User enters the **Username** and **Password** and click on the **Submit** button, after authenticating the User, it will be redirected to a Screen as shown below, which is referred as Main Page.

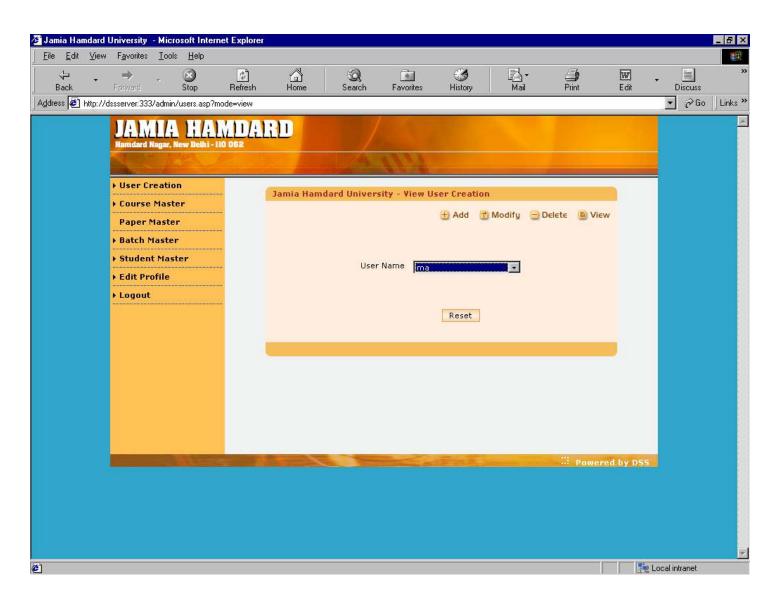
If the User is a **Site Admin** then the following screen will appear.



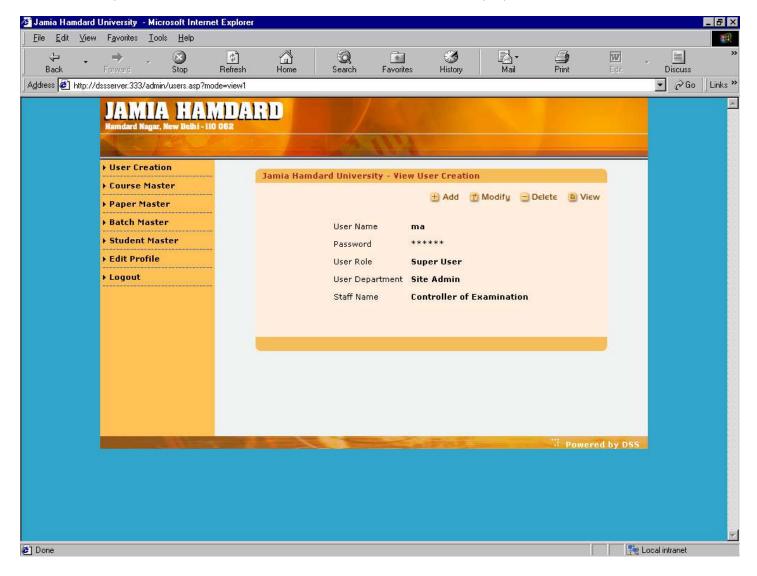
Depending upon the user it shows the Menu for which the user is authenticated. If the user is **Site Admin** the following Menu will appear on the Main Page with options to User Creation, Course Master, Paper Master, Batch Master, Student Master, Edit Profile. The Site Admin who can Add, Modify, Delete and View Users, Courses, Paper, Batch, and Students and can Edit his Profile

Managing the User

Click the **User Creation** hyper link in the Main Page. It will take the User to a new page with the User Name in the List Box. Select a User Name and click the **Submit** Button

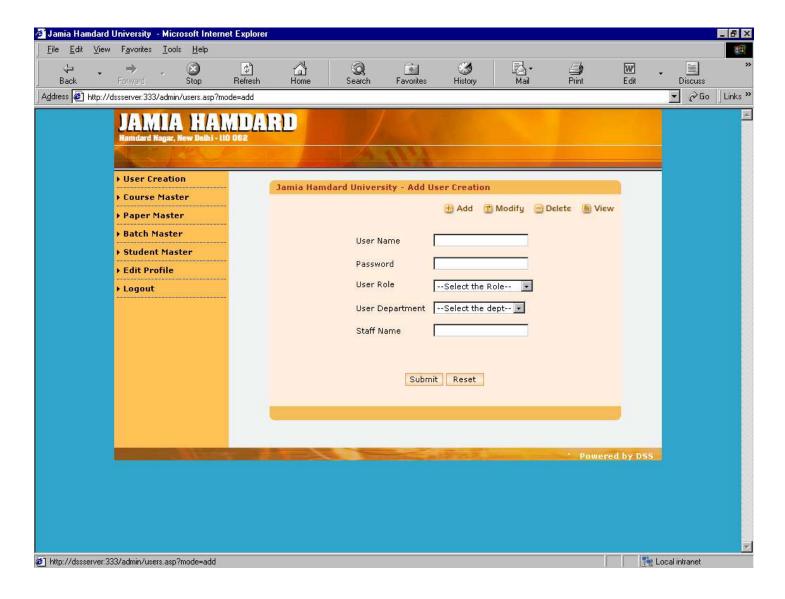


This will take you to a new Screen where the User's Detail will be displayed.



To Add a New User

Clicking the *Add* Hyper link in the Main Page, it will take the User to a new page with the *User Name*, *Password, User Role, User Department, Staff Name* and the *Submit* Button as shown below.



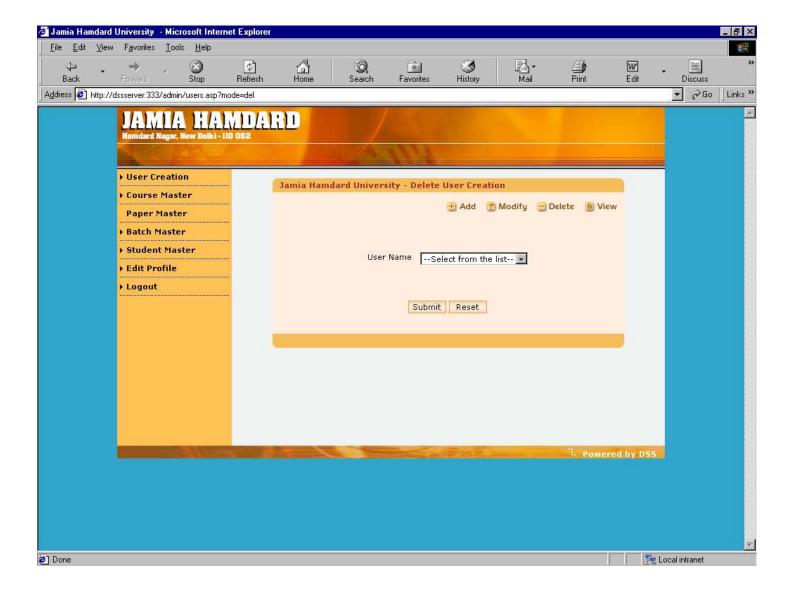
Enter the *User Name, Password, and Staff Name* and select the *User Role, User Department* from the List Boxes and click the *Submit* Button, doing so a new User is created and updated in the Database.

A New Page with the message "The User details have been added successfully" will be displayed.

If the User wants to go back to the User Creation Page, click on the "Go to User Creation Page".

To Delete an existing User:

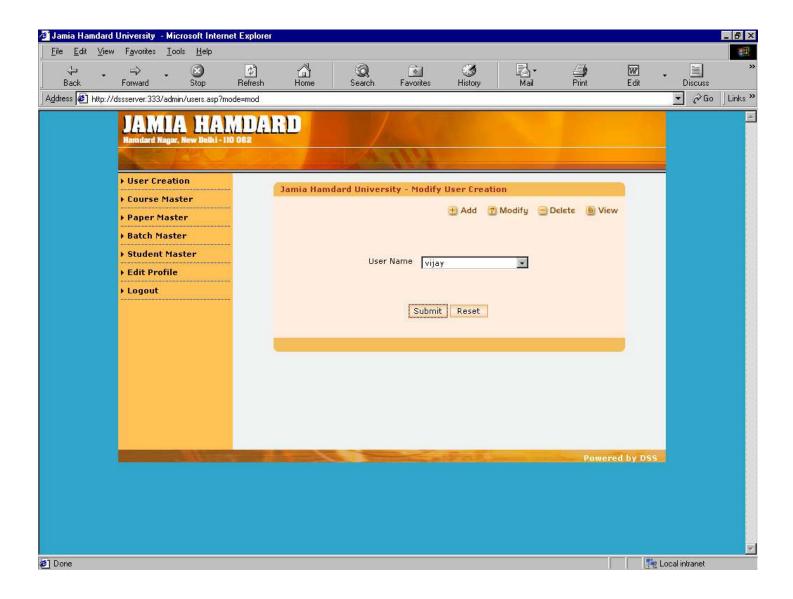
If the User has to be deleted, click the **Delete** Hyper link in the Main Page. Then select the user Name from the list box **Select from the List.** Then click the **Submit** button.



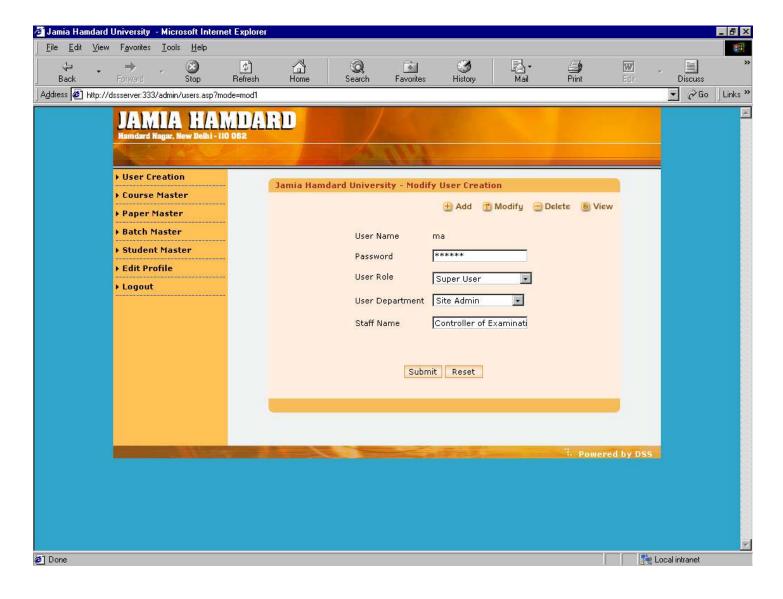
A confirmation message will be displayed "Are you sure want to delete" select **ok** to delete will take you to the new page with Message "User details deleted successfully" will be displayed. If the User wants to go back to the User Creation Page, click on the "Go to User Creation Page". The User details will be deleted from the Database. Select **Cancel** to undelete and remains in the same page.

To Modify an existing User:

If the User's detail has to be modified, click the **Modify** Hyper link in the Main Page. Then select the user Name from the list box **Select from the List.** Then click the **Submit** button.



This will take you to a new Screen where the User's Detail will be displayed and provision had been given to modify the Password and Staff Name by entering it and User Role and User Department by selecting it from List Box.



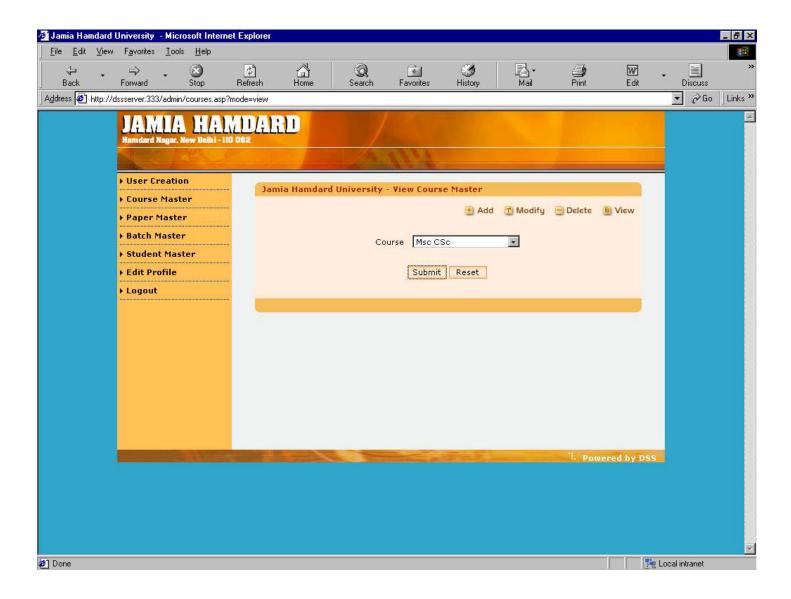
Click the **Submit** button to Modify the User details. The user details will be updated successfully.

A New Page with the message "The User details have been modified successfully" will be displayed.

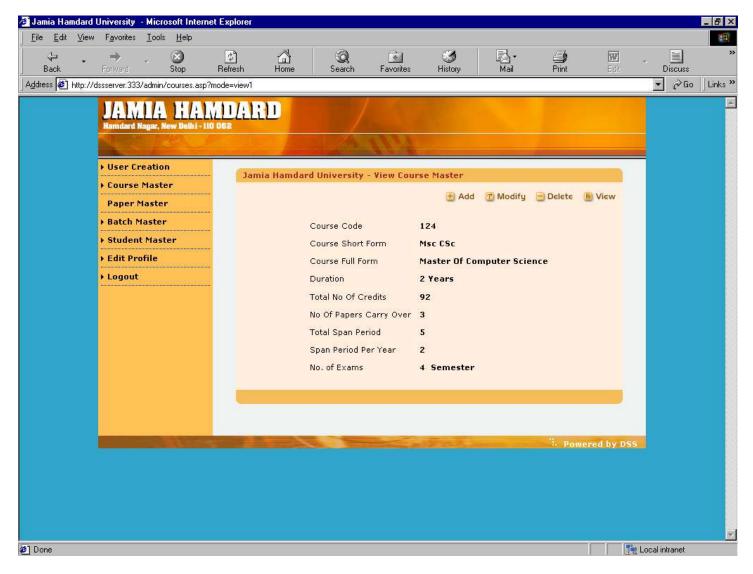
If the User wants to go back to the User Creation Page, click on the "Go to User Creation Page".

Course Master:

Click the **Course Master** hyper link in the Main Page. It will take the User to a new page with the Course Name in the List Box. Select a Course Name and click the **Submit** Button

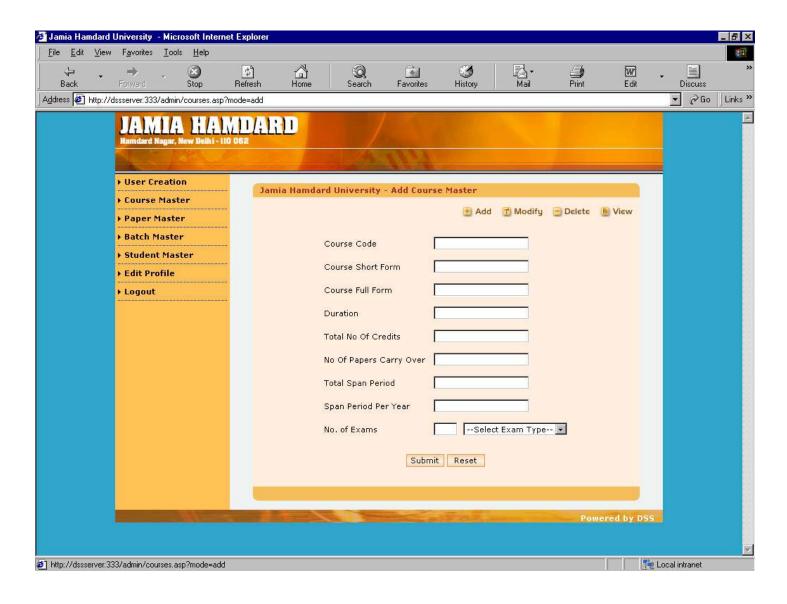


This will take you to a new Screen where the Course Detail will be displayed.



To Add a New Course

Clicking the *Add* Hyper link in the Main Page, it will take the User to a new page with the **Course Code**, **Course Short Form**, **Course Full Form**, **Duration**, **Total No of Credits**, **No of Papers Carry Over**, **Total Span Period**, **Span Period Per Year**, **No of Exams**, and **Exam Type**.



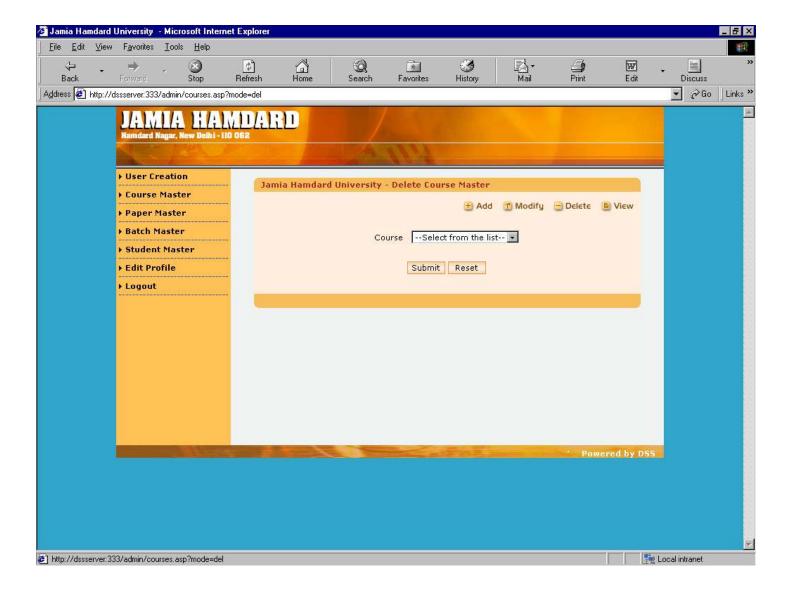
Enter the Course Code, Course Short Form, Course Full Form, Duration, Total No of Credits, No of Papers Carry Over, Total Span Period, Span Period Per Year, No of Exams and select the *Exam Type* from List Box and click the *Submit* Button, doing so a new Course is created and updated in the Database.

A New Page with the message "The Course Master details have been added successfully" will be displayed.

If the User wants to go back to the Course Master Page, click on the "Go to Course Master Page".

To Delete an existing Course:

If the Course has to be deleted, click the **Delete** Hyper link in the Main Page. Then select the Course from the list box **Select from the List.** Then click the **Submit** button.

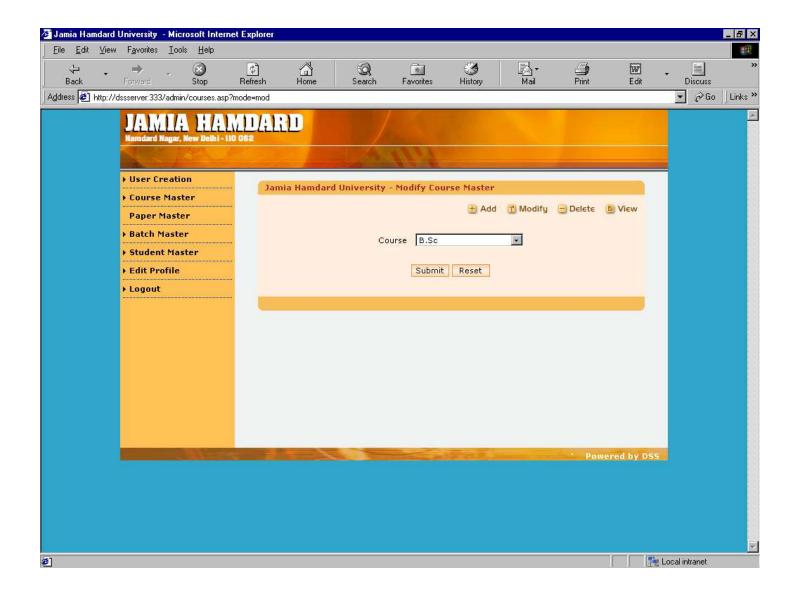


A New Page with the message "The Course Master details have been deleted successfully" will be displayed.

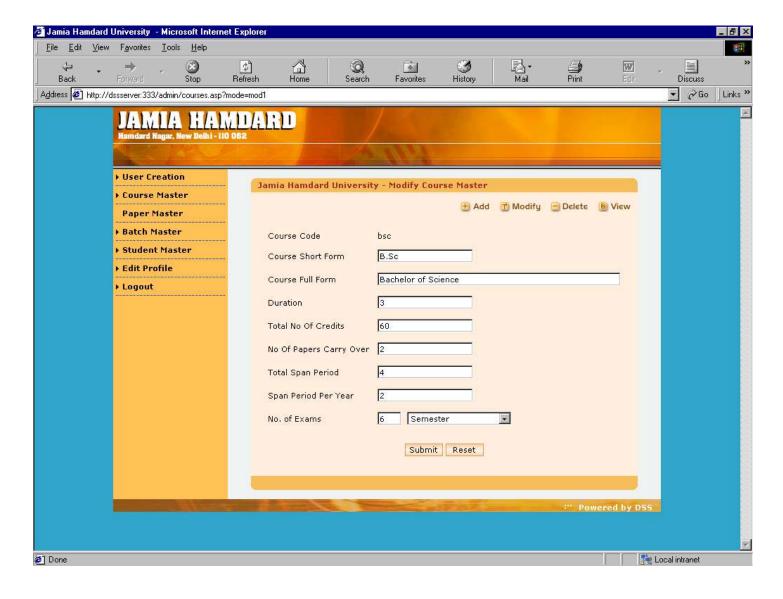
If the User wants to go back to the Course Master Page, click on the "Go to Course Master Page".

To Modify an existing Course:

If the Course detail has to be modified, click the **Modify** Hyper link in the Main Page. Then select the Course from the list box **Select from the List.** Then click the **Submit** button.



This will take you to a new Screen where the Course Details will be displayed and provision had been given to modify the Course Short Form, Course Full Form, Duration, Total No of Credits, No of Papers Carry Over, Total Span Period, Span Period Per Year, No of Exams by entering it and *Exam Type* by selecting it from List Box.



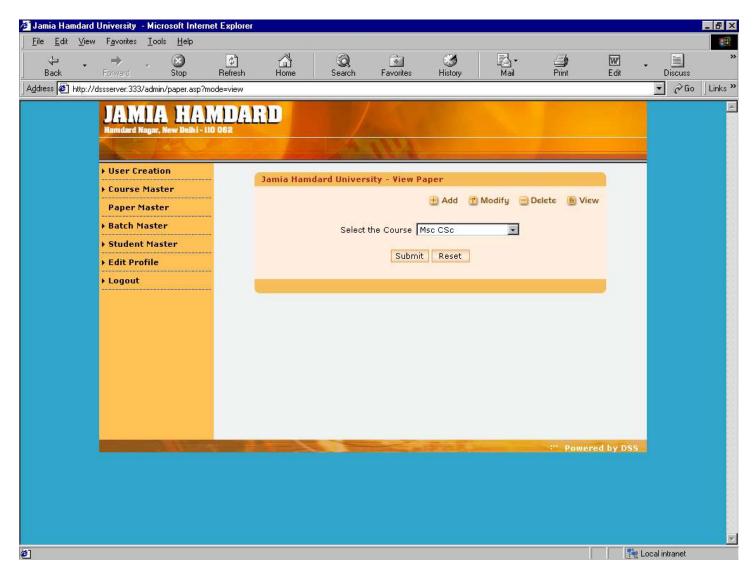
Click the **Submit** button to Modify the Course details. The Course Master details will be Modified successfully.

A New Page with the message "The Course Master details have been modified successfully" will be displayed.

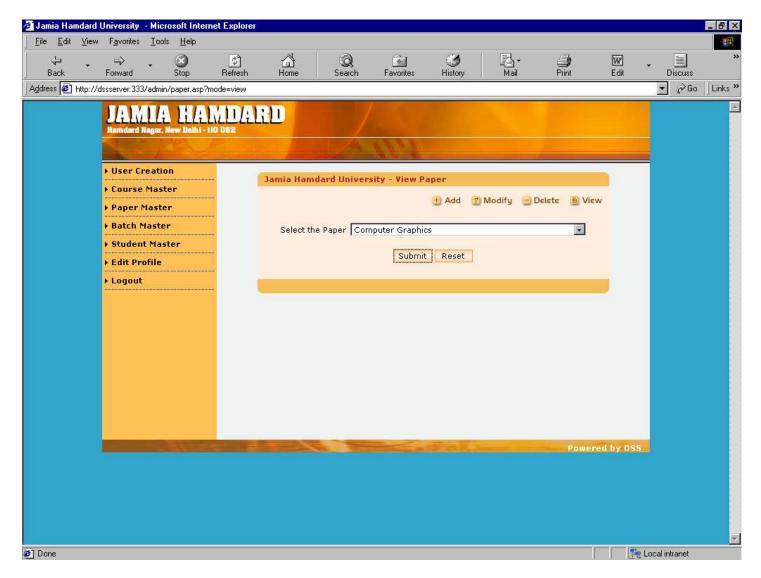
If the User wants to go back to the Course Master Page, click on the "Go to Course Master Page".

Paper Master:

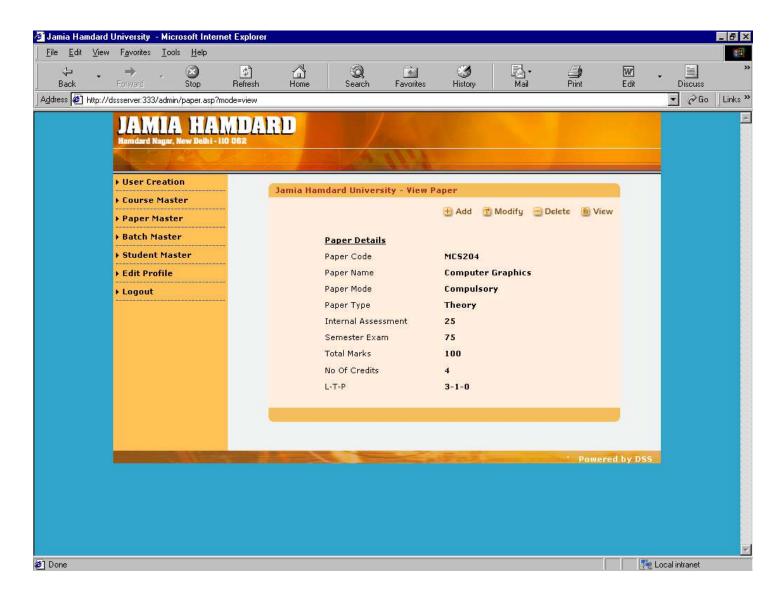
Click the **Paper Master** hyper link in the Main Page. It will take the User to a new page with the Course Name in the List Box. Select a Course Name and click the **Submit** Button



This will take you to a new Screen where the user has to select the Paper from the List Box and Click **Submit** button.

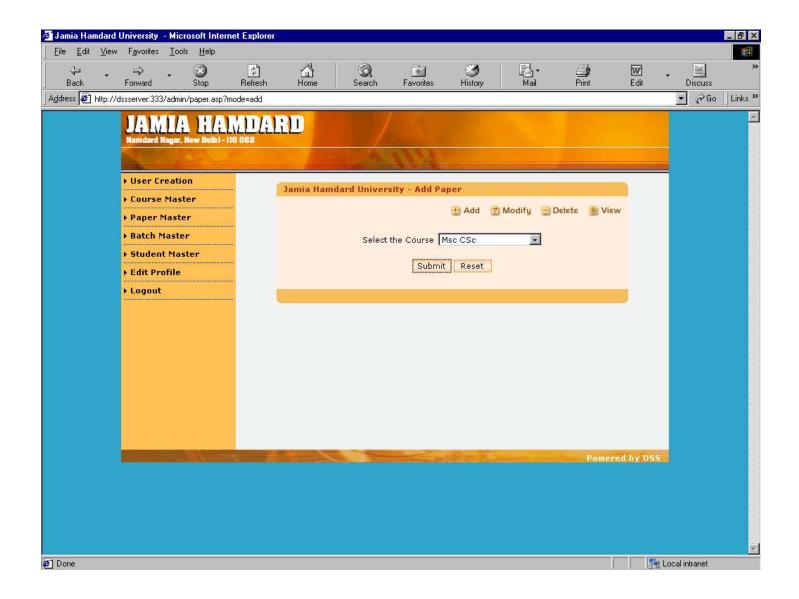


This will take you to a new Screen where the Paper Details will be displayed.

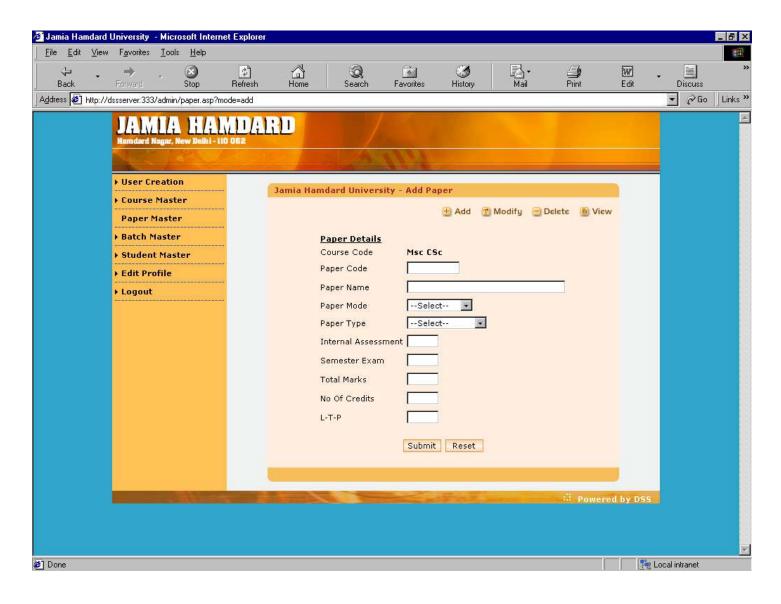


To Add a New Paper

Clicking the **Add** Hyper link in the Main Page, it will take the User to a new page where from the List box the Course has to be selected and then click **Submit** button.



This will take the User to a new page with the Paper Code, Paper Name, Paper Mode, Paper type, Internal Assessment, Semester Exam, Total Marks, No of Credits and L-T-P.



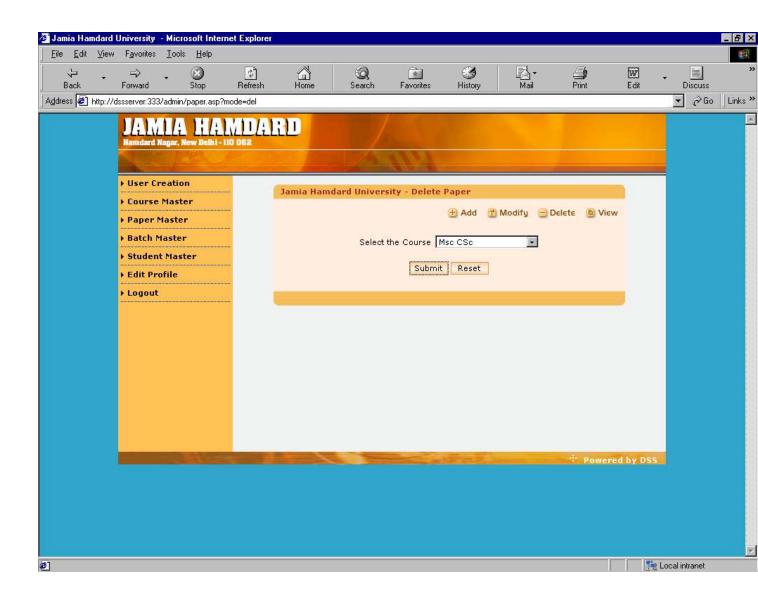
Enter the Paper Code, Paper Name, Internal Assessment, Semester Exam, Total Marks, No of Credits and L-T-P and Select the Paper Mode and Paper type and Click the Submit button, doing so a new Paper is created and updated in the Database.

A New Page with the message "The Paper details have been added successfully" will be displayed.

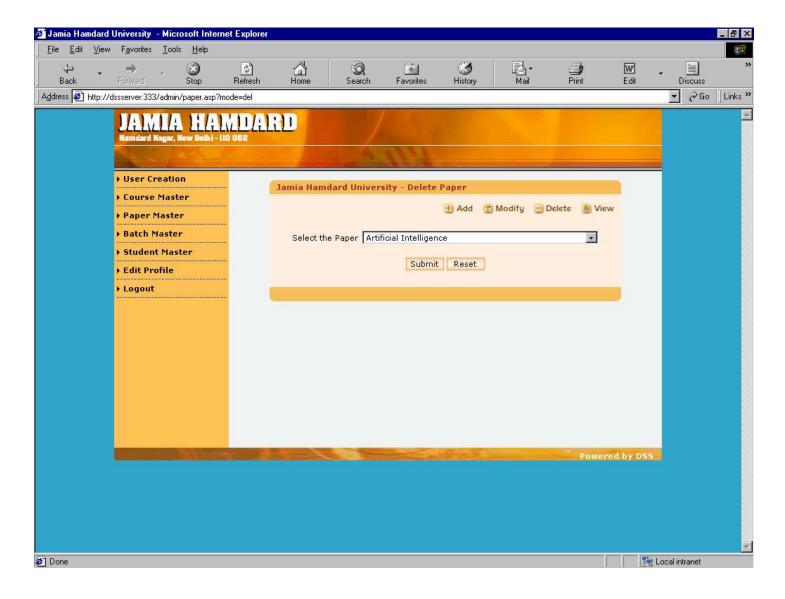
If the User wants to go back to the Paper Master Page, click on the "Go to Paper Master Page".

To Delete an existing Paper:

If the Paper has to be deleted, click the **Delete** Hyper link in the Main Page. Then select the Course from the list box **Select from the List.** Then click the **Submit** button.



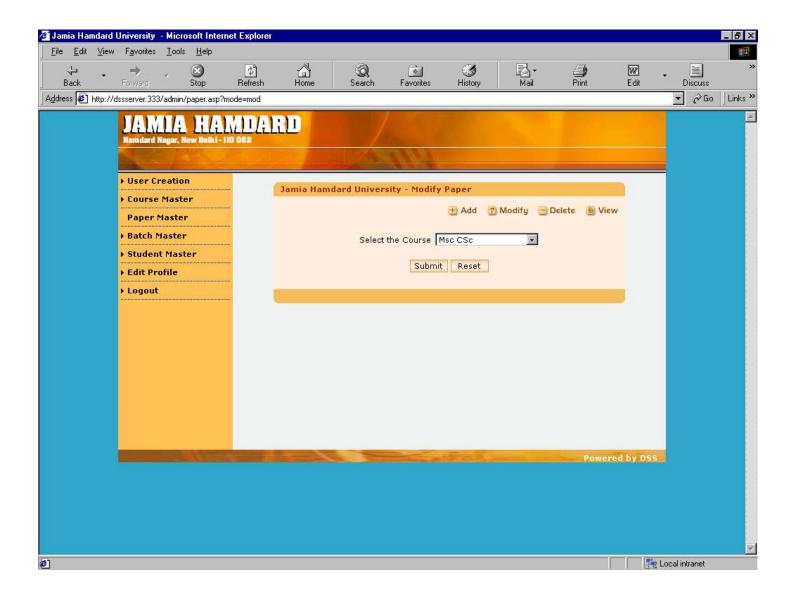
This will take you to a new Screen where the user has to select the Paper from the List Box and Click **Submit** button.



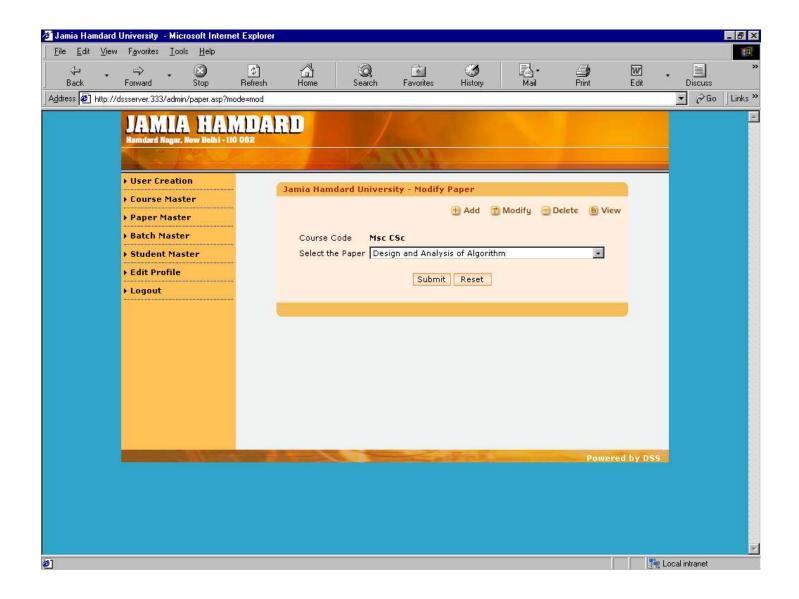
A confirmation message will be displayed "Are you sure want to delete" select **ok** to delete will take you to the new page with Message "Paper details deleted successfully" will be displayed. If the User wants to go back to the Paper Master Page, click on the "Go to Paper Master Page". The User details will be deleted from the Database. Select **Cancel** to undelete and remains in the same page.

To Modify an existing Paper:

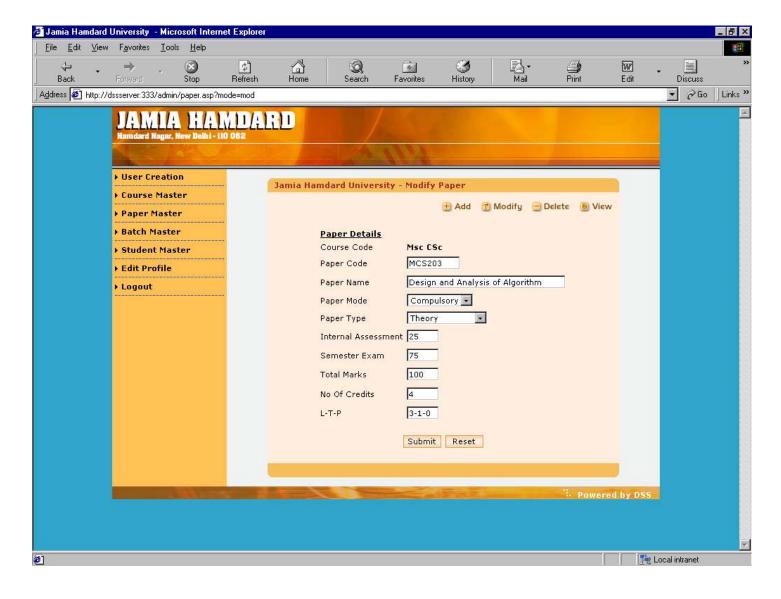
If the Paper detail has to be modified, click the **Modify** Hyper link in the Main Page. Then select the Course from the list box **Select from the List.** Then click the **Submit** button.



This will take you to a new Screen where the Course Code will be displayed and provision to select the Paper from the List Box will be provided for the user and Click **Submit** button.



This will take you to a new Screen where the Paper Details will be displayed and provision had been given to modify the Paper Code, Paper type, Internal Assessment, Semester Exam, Total Marks, No of Credits and L-T-P by entering it and Paper Name and Paper Mode by selecting it from List Box.



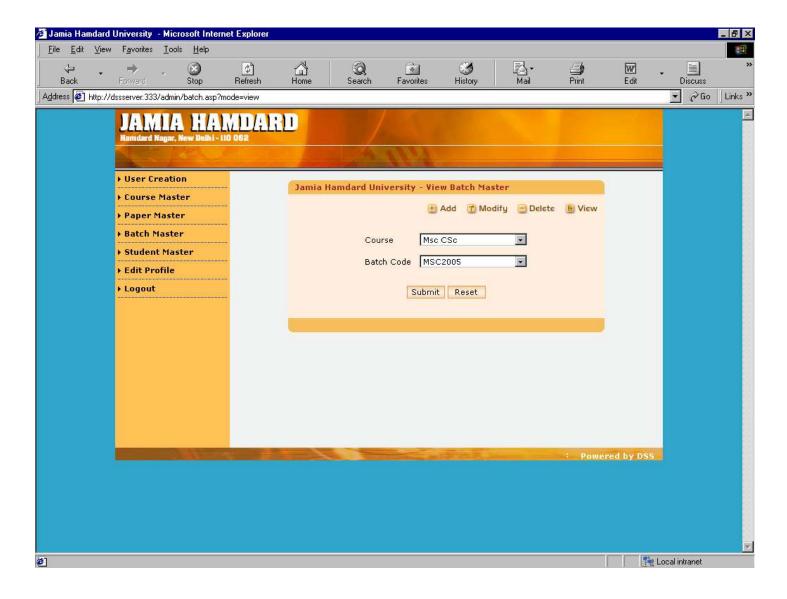
Click the **Submit** button to Modify the Paper details. The Paper Master details will be Modified successfully.

A New Page with the message "The Paper details modified successfully" will be displayed.

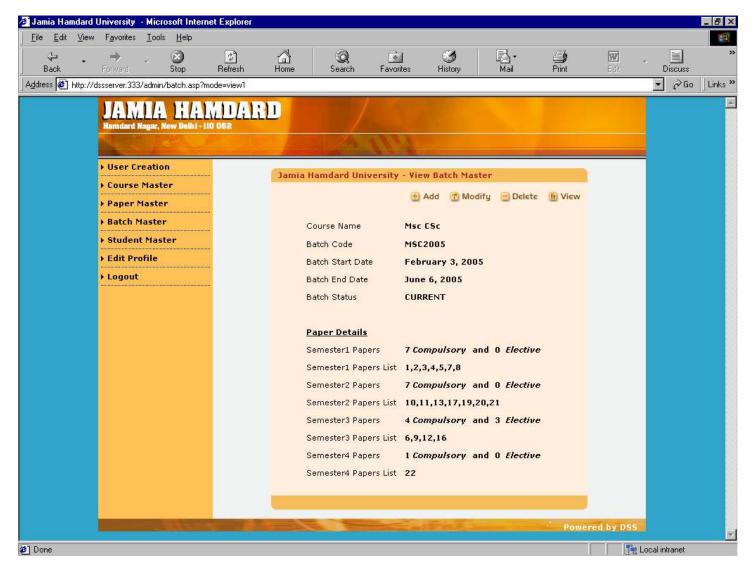
If the User wants to go back to the Paper Master Page, click on the "Go to Paper Master Page".

Batch Master:

Click the **Batch Master** hyper link in the Main Page. It will take the User to a new page with the Course in the List Box and Batch Code in the List Box. Select a Course and Batch Code and click the **Submit** Button

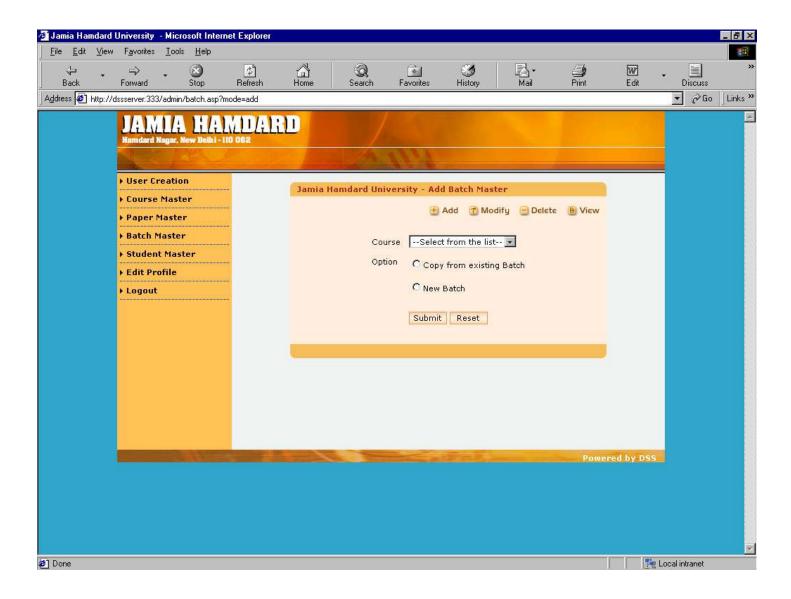


This will take you to a new Screen where the Batch Details will be displayed.

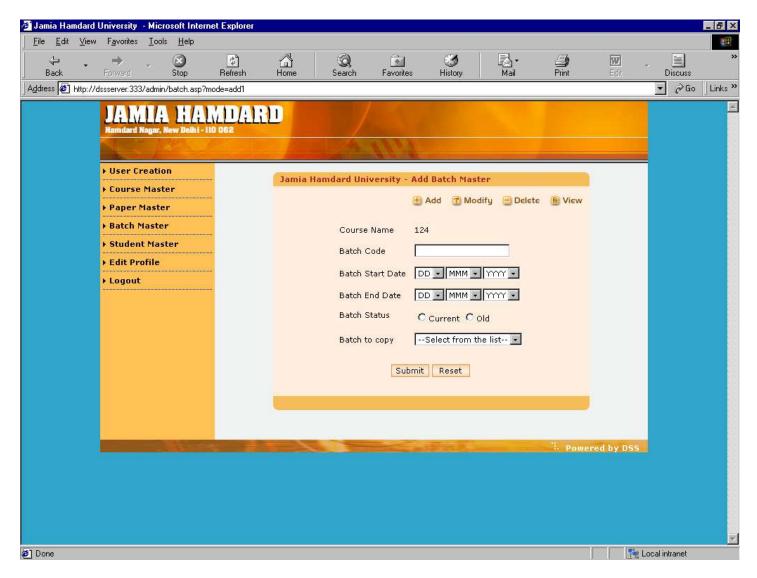


To Add a New Batch

Clicking the **Add** Hyper link in the Main Page, it will take the User to a new page with the **Course Code** to select from the List Box and options has been provided to select the new papers for that batch or to select Copy from the existing batch.

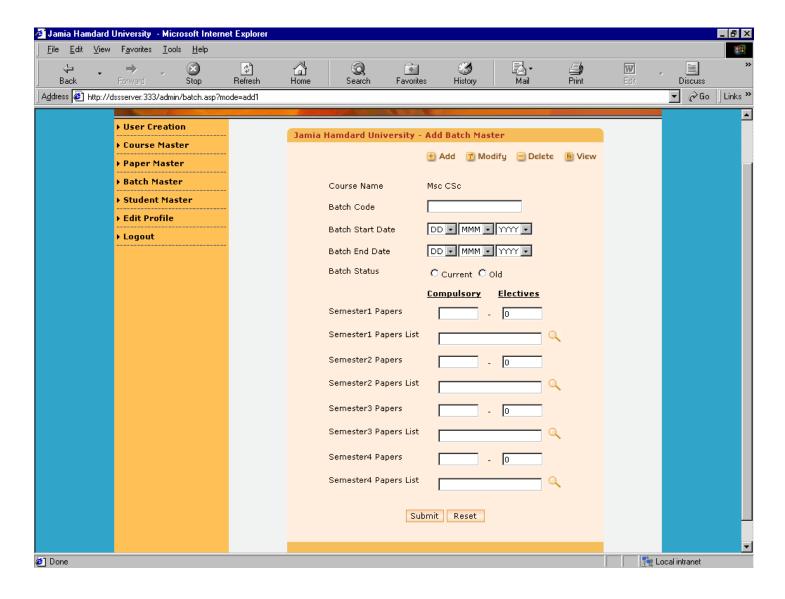


If the **Option** has been selected by the user as "**Copy from existing Batch**" and the course has been selected then the following screen will be displayed.



Enter the **Batch Code and Select the Batch Start Date**, **Batch End Date and Batch to copy** from the List Box and select the **Batch Status** as current and old from option button and Click the Submit Button.

If the **Option** has been selected by the user as "**New Batch**" and the course has been selected then the following screen will be displayed.



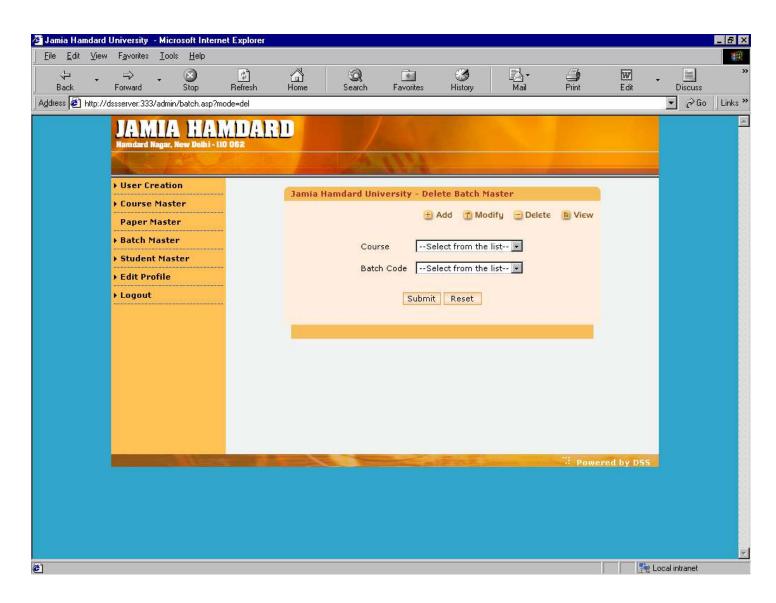
Enter the Batch Code and Select the Batch Start Date, Batch End Date and Batch to copy from the List Box and select the Batch Status as current and old from option button and all Semester's Papers (it will depend upon the Semester for that course). The semester papers will be added by clicking the Show Paper Hyper Link in the respective semesters, then click the Submit button

A New Page with the message "Batch Master details added successfully" will be displayed.

If the User wants to go back to the Batch Master Page, click on the "Go to Batch Master Page".

To Delete an existing Batch:

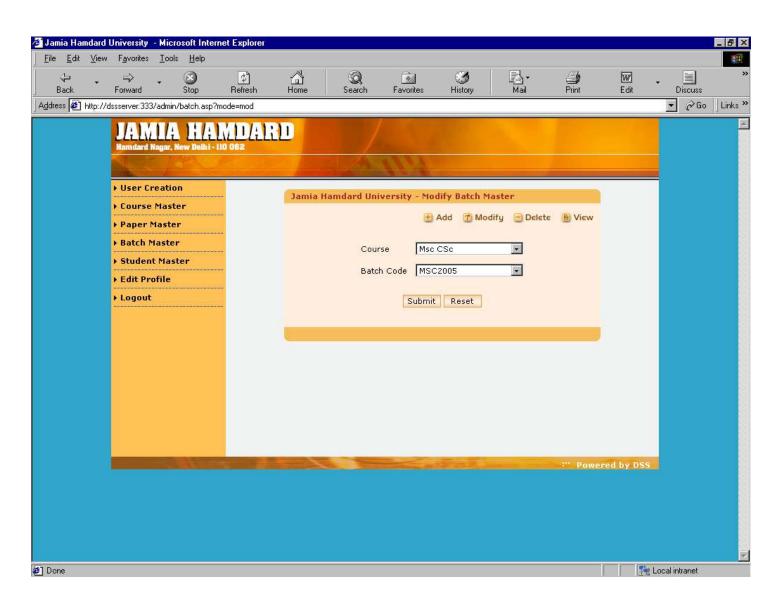
If the Paper has to be deleted, click the **Delete** Hyper link in the Main Page. Then select the Course from the List Box **Select from the List** and Batch Code from the List Box **Select from the List**. Then click the **Submit** button.



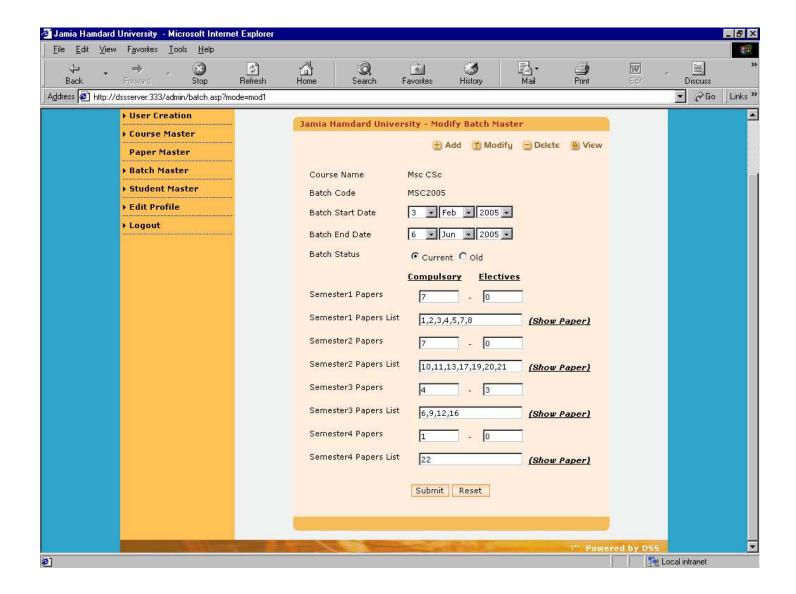
A confirmation message will be displayed "Are you sure want to delete" select **ok** to delete will take you to the new page with Message "Batch details deleted successfully" will be displayed. If the User wants to go back to the Batch Master Page, click on the "Go to Batch Master Page". The Batch details will be deleted from the Database. Select **Cancel** to undelete and remains in the same page.

To Modify an existing Batch:

If the Batch detail has to be modified, click the **Modify** Hyper link in the Main Page. Then select the Course from the list box **Select from the List** and select the Batch code from the List Box **Select from the List**. Then click the **Submit** button.



This will take you to a new Screen where the Batch Details will be displayed and provision had been given to modify the Batch Start Date, Batch End Date, Batch Status, all Semester's Papers (it will depend upon the Semester for that course). The semester papers will be modified by clicking the Show Paper Hyper Link in the respective semesters, then click the *Submit* button.



Click the **Submit** button to Modify the Batch details. The Batch Master details will be Modified successfully.

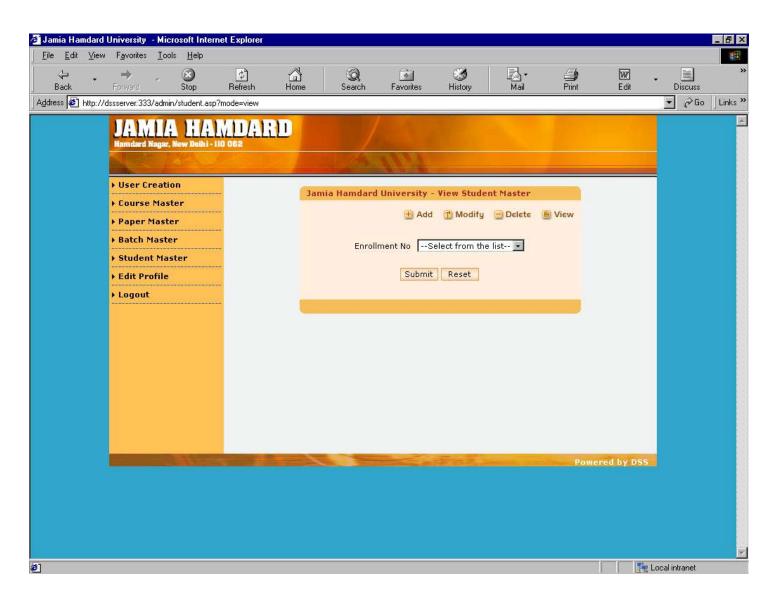
A New Page with the message "The Batch Master details modified successfully" will be displayed.

If the User wants to go back to the Batch Master Page, click on the "Go to Batch Master Page".

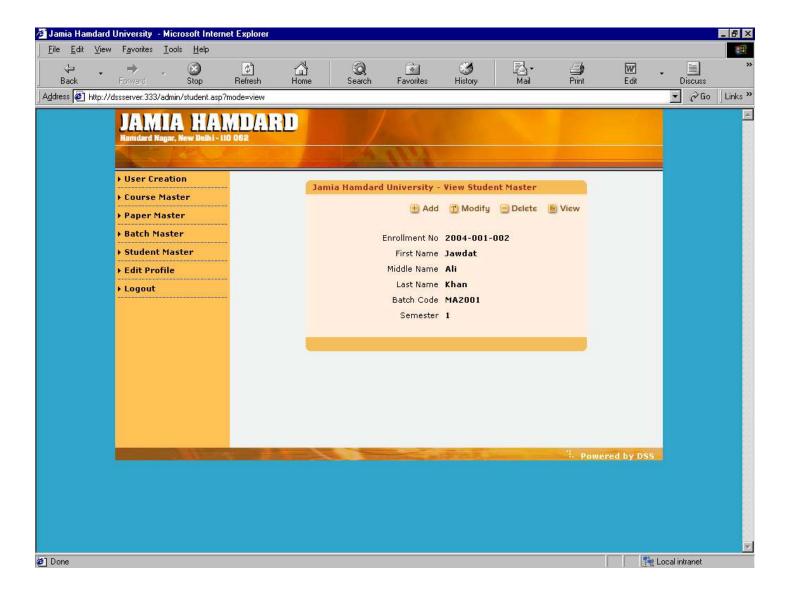
(**Note:** If the Batch has been related to some other file then modification of Batch Details will not be allowed)

Student Master:

Click the **Student Master** hyper link in the Main Page. It will take the User to a new page with the Enrollment No in the List Box. Select a Enrollment No and click the **Submit** Button

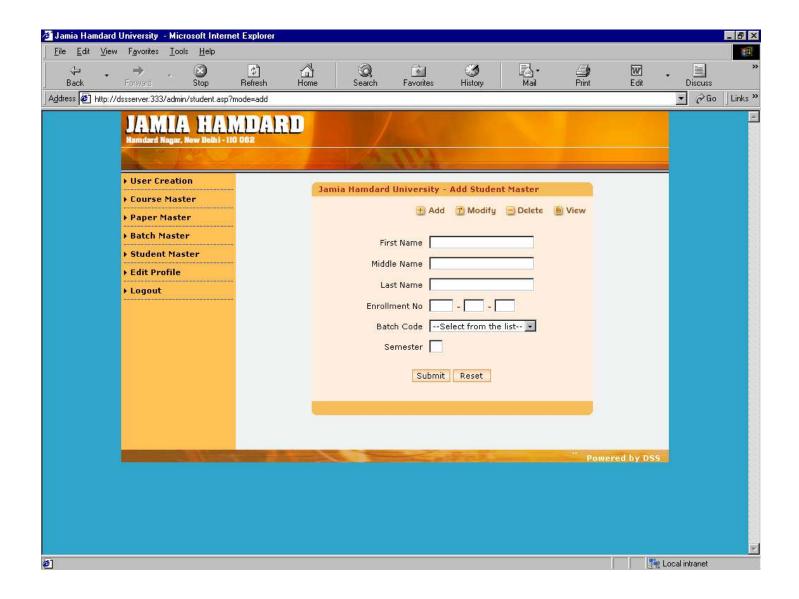


This will take you to a new Screen where the Student Details will be displayed.



To Add a New Paper

Clicking the **Add** Hyper link in the Main Page, it will take the User to a new page with the **First Name**, **Middle Name**, **Last Name**, **Enrollment No**, **Batch Code and Semester**.



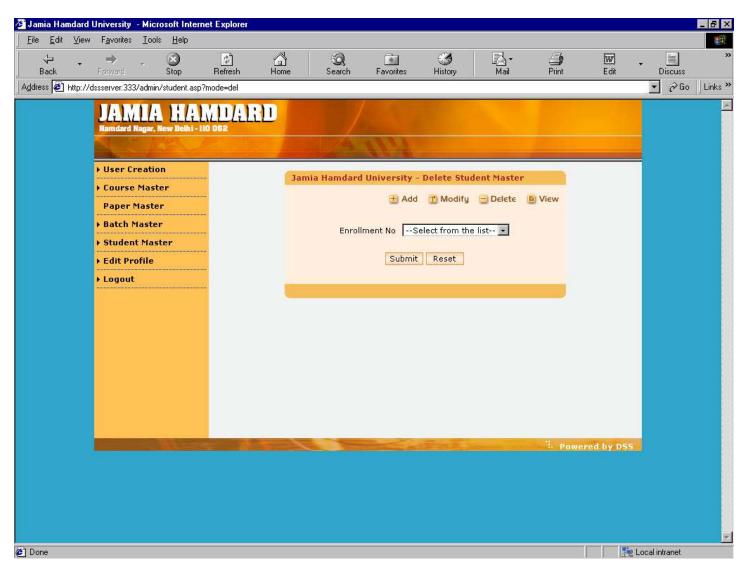
Enter the **First Name, Middle Name, Last Name, Enrollment No, and Semester** and Select the **Batch Code** and Click the **Submit** button, doing so a new Student Details is created and updated in the Database.

A New Page with the message "The Student details have been added successfully" will be displayed.

If the User wants to go back to the Student Master Detail Page, click on the "Go to Student Master Detail Page".

To Delete an existing Student Details:

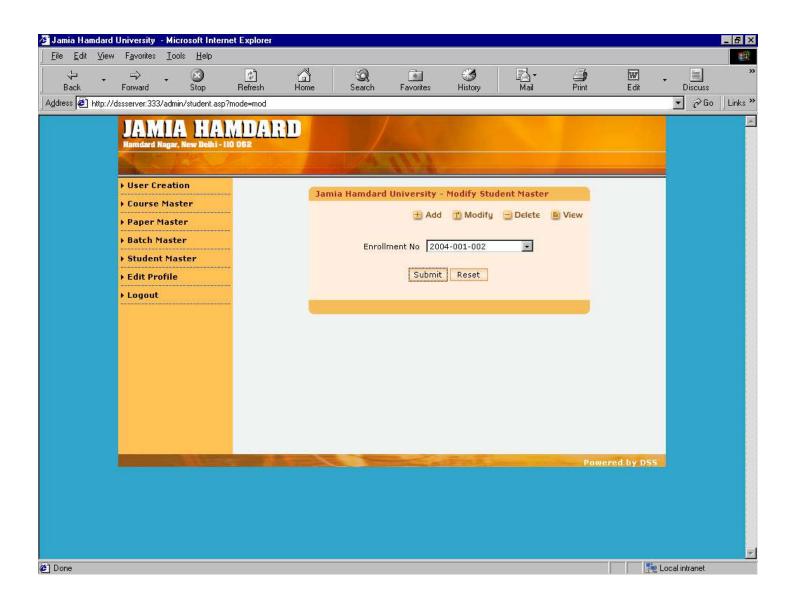
If the Paper has to be deleted, click the **Delete** Hyper link in the Main Page. Then select the Enrollment No from the list box **Select from the List.** Then click the **Submit** button.



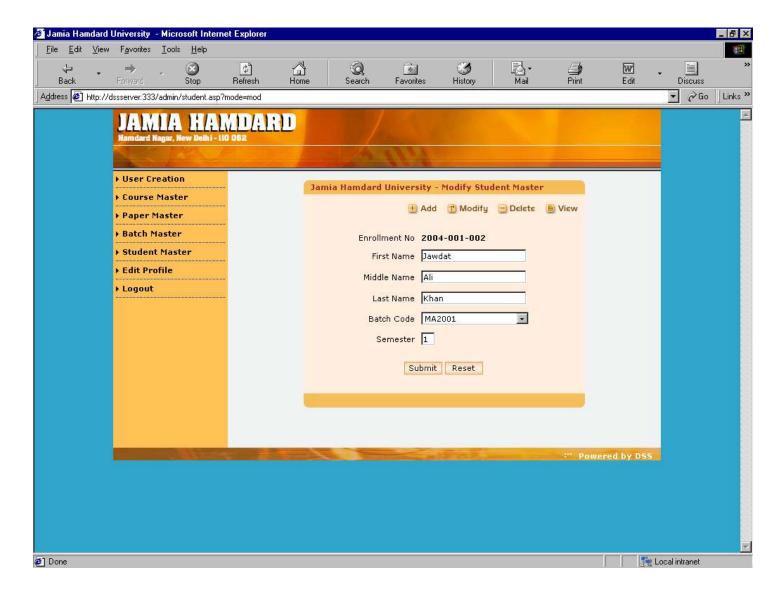
A confirmation message will be displayed "Are you sure want to delete" select **ok** to delete will take you to the new page with Message "Student details deleted successfully" will be displayed. If the User wants to go back to the Student Master Page, click on the "Go to Student Master Page". The Student details will be deleted from the Database. Select **Cancel** to undelete and remains in the same page.

To Modify an existing Student:

If the Student detail has to be modified, click the **Modify** Hyper link in the Main Page. Then select the Enrollment No from the list box **Select from the List.** Then click the **Submit** button.



This will take you to a new Screen where the Student Details will be displayed and provision had been given to modify the **First Name, Middle Name, Last Name and Semester** by entering it and **Batch Code** by selecting it from List Box.



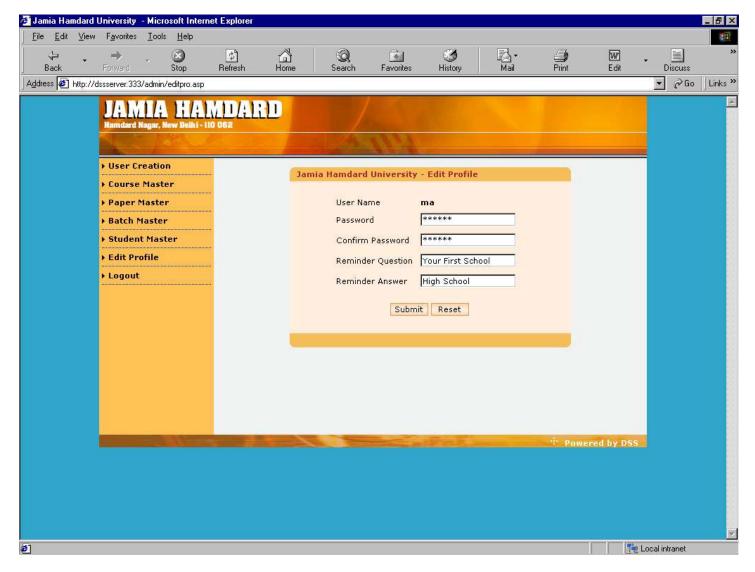
Click the **Submit** button to Modify the Student details. The Student Master details will be Modified successfully.

A New Page with the message "The Student details modified successfully" will be displayed.

If the User wants to go back to the Student Master Page, click on the "Go to Student Master Page".

Edit Profile

Click the **Edit Profile** Hyper link in the Main Page. It will take the User to a new page with the details such as **Username**, **Password**, **Confirm Password**, **Reminder Question**, and **Reminder Answer**.

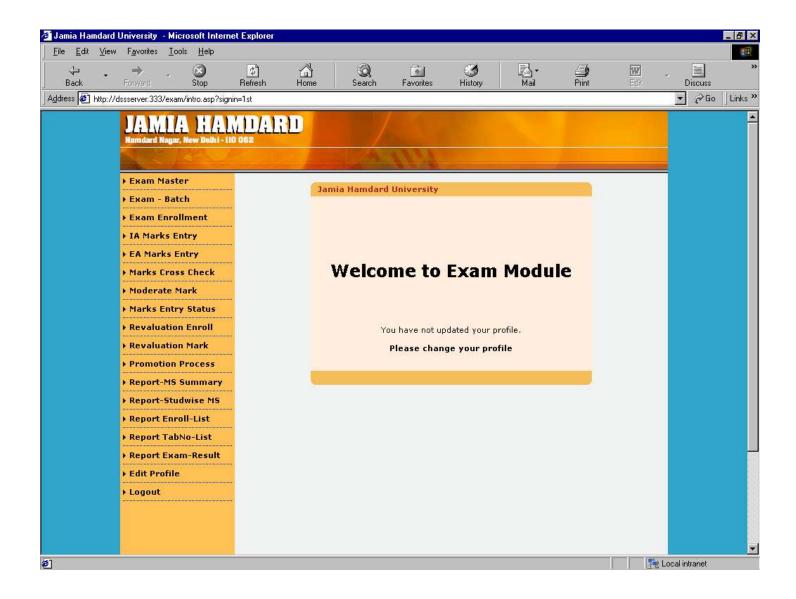


Out of these details user can modify only *Password, Confirm Password, Remainder Question*, and *Remainder Answer* fields. Modify the details if you want, then Click on the *Submit* button.

Changes will be updated in the database. A new page with the message "Your profile has been updated successfully" will be displayed.

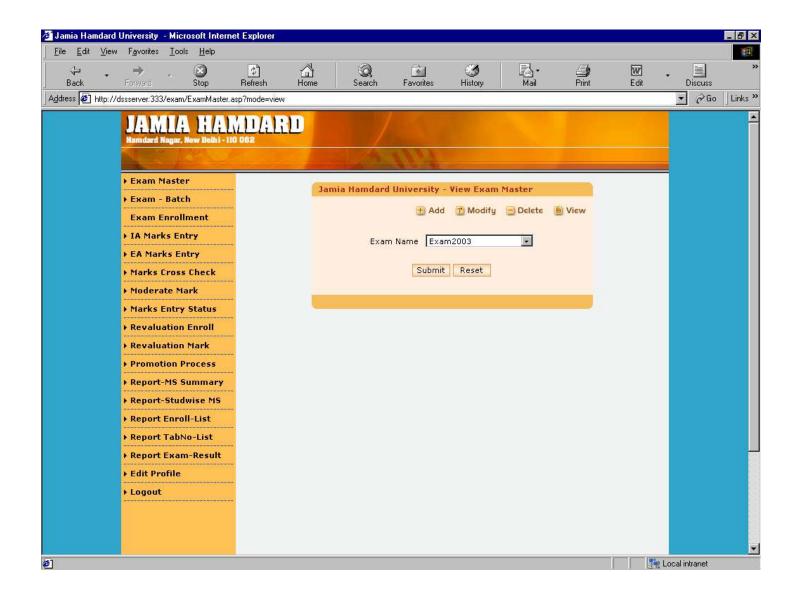
If the User wants to go back to the Edit Profile Page, click on the "Go to Edit Profile Page".

If the User is a **Exam Department and if he is a Examiner** then the following screen will appear.

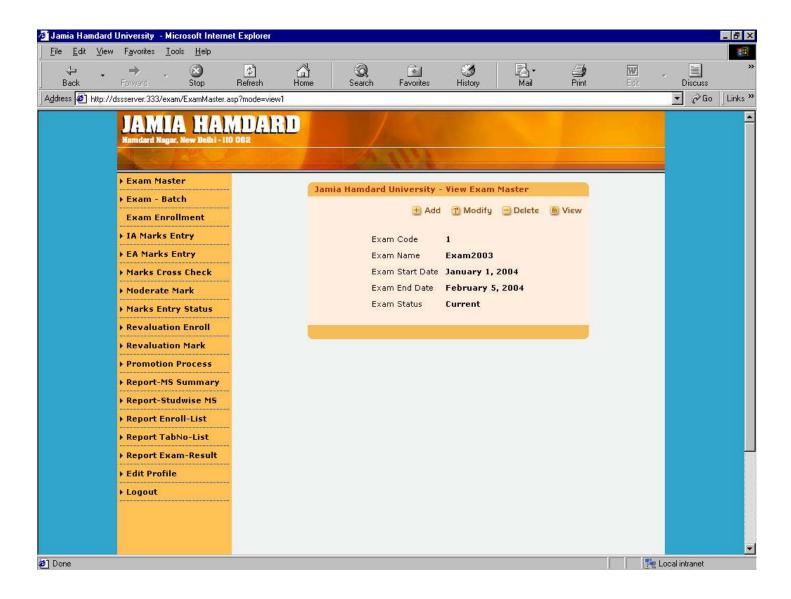


Exam Master:

Click the *Exam Master* hyper link in the Main Page. It will take the User to a new page with the Exam Name in the List Box. Select a Exam Name and click the *Submit* Button

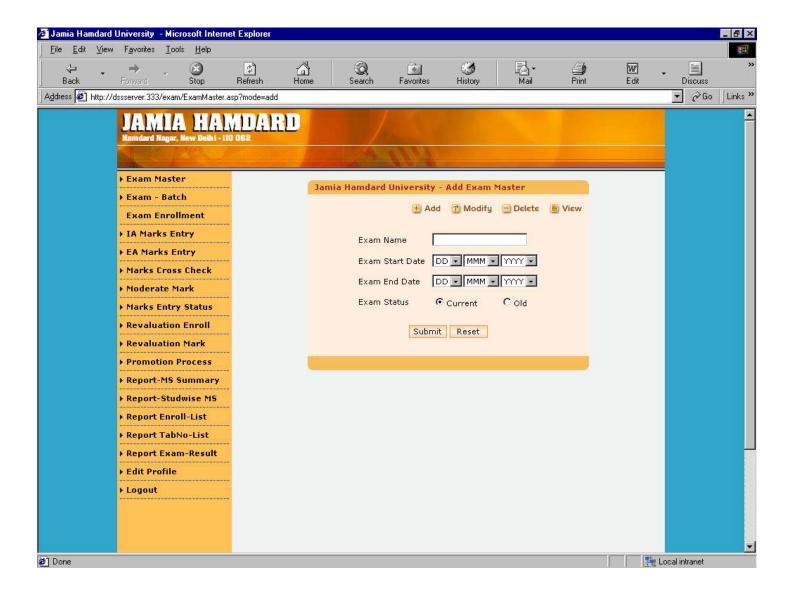


This will take you to a new Screen where the Exam Detail will be displayed.



To Add a New Exam

Clicking the **Add** Hyper link in the Main Page, it will take the User to a new page with the **Exam Name**, **Exam Start Date**, **Exam End Date**, and **Exam Status**.



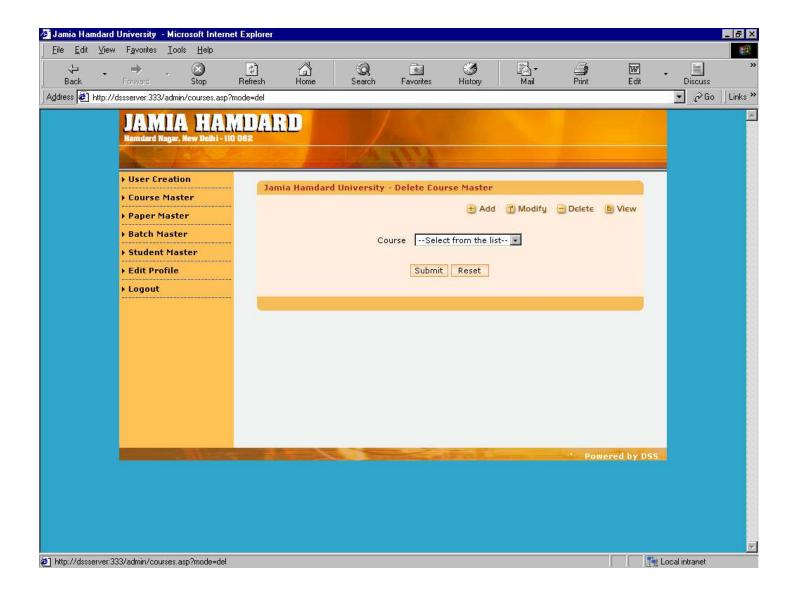
Enter the **Exam Name** and select the **Exam Start Date and Exam End Date** from List Box and **Exam Status** from option button and click the **Submit** Button, doing so a new Course is created and updated in the Database.

A New Page with the message "The Exam Master details have been added successfully" will be displayed.

If the User wants to go back to the Exam Master Page, click on the "Go to Exam Master Page".

To Delete an existing Course:

If the Course has to be deleted, click the **Delete** Hyper link in the Main Page. Then select the Course from the list box **Select from the List.** Then click the **Submit** button.

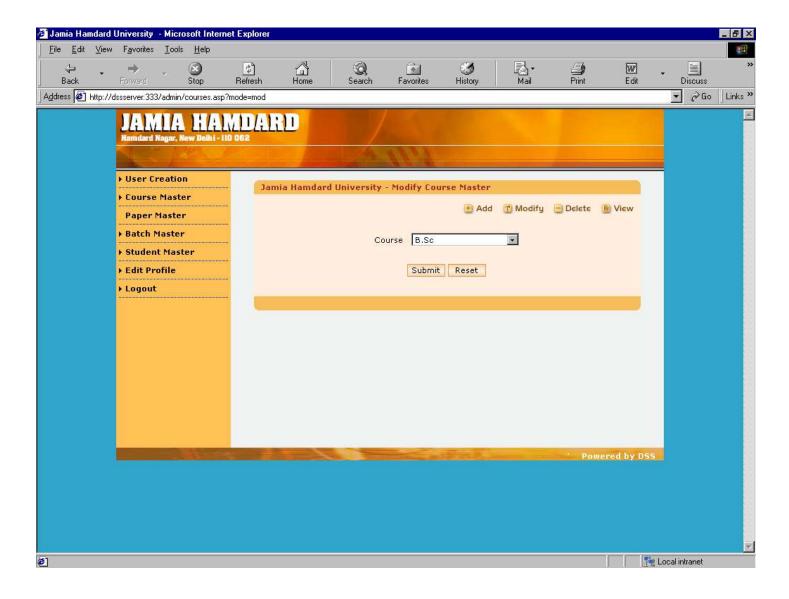


A New Page with the message "The Course Master details have been deleted successfully" will be displayed.

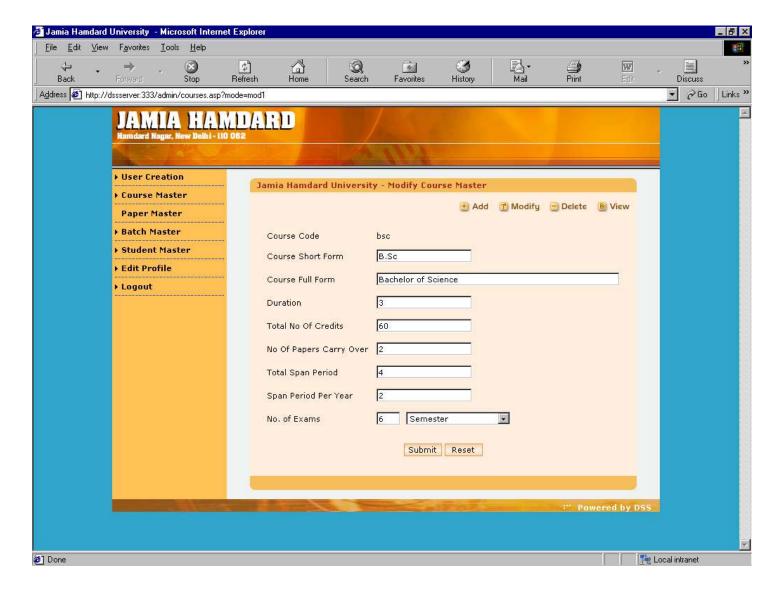
If the User wants to go back to the Course Master Page, click on the "Go to Course Master Page".

To Modify an existing Course:

If the Course detail has to be modified, click the **Modify** Hyper link in the Main Page. Then select the Course from the list box **Select from the List.** Then click the **Submit** button.



This will take you to a new Screen where the Course Details will be displayed and provision had been given to modify the Course Short Form, Course Full Form, Duration, Total No of Credits, No of Papers Carry Over, Total Span Period, Span Period Per Year, No of Exams by entering it and *Exam Type* by selecting it from List Box.



Click the **Submit** button to Modify the Course details. The Course Master details will be Modified successfully.

A New Page with the message "The Course Master details have been modified successfully" will be displayed.

If the User wants to go back to the Course Master Page, click on the "Go to Course Master Page".



JAMIA HAMDARD

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6.2.3 Response to Deviation to DVV Query

6.2.3	Institution Implements e-	Provide ERP Document for the
	governance covering following	Administration Finance and Accounts
	areas of operation	Student Admission and Support
	Administration	Examination for the year 2021-22.
	Finance and Accounts	-
	Student Admission and Support	
	Examination	
	HEI Input: A. All the above	
	_	

ERP Software Details

RMS (Research Management System)

Additional Information-

Jamia Hamdard has also implemented **RMS** (**Research Management System**) for research activities, invited lectures, seminars, and workshops etc.

Jamia Hamdard - Research Management System (RMS)

http://jamiahamdard.edu/

