

Design, development and implementation and maintenance of a dynamic and interactive job/career portal for Sreenarayanaguru Open University

REQUEST FOR PROPOSALS

1. INTRODUCTION

Sree Narayana Guru Open University (SGOU) invites proposals from experienced vendors and startup companies for the design, development, implementation, and maintenance of a comprehensive Job/Career Portal. The portal should serve as a centralized platform that connects job seekers, employers, recruiters, and career counsellors, facilitating employment opportunities, career guidance, and recruitment processes.

2. OBJECTIVE

The objective of this tender is to develop a secure, scalable, and feature-rich Job/Career Portal that enables job aspirants, employers, and various departments or agencies to manage job applications, recruitment processes, and career services efficiently.

3. SCOPE OF WORK

The scope of work includes but is not limited to

- Designing and developing a responsive and user-friendly Job/Career Portal.
- Implementing a secured dynamic system for user registration, job postings, and application management.
- Facilitating registration and profile creation for job seekers, employers, and recruiters.
- Integrating career counseling, skill development, and mentorship programs.
- Providing multi-department and multi-agency access for recruitment purposes.
- Ensuring data security, privacy compliance, and access control mechanisms.
- Delivering SEO optimization, analytics, and social media integration.
- Offering training and user documentation for university staff and administrators.

4. PRE-QUALIFICATION CRITERIA

Prospective vendors/startups must meet the following criteria

- A minimum of 3 years of experience in web portal design and development.
- Proven experience in developing job portals, recruitment platforms, or career management systems.
- Capability to provide ongoing support, maintenance, and feature enhancements.
- Compliance with government regulations and data protection policies.
- Demonstrated ability to integrate third-party APIs, including job boards and background verification services.
- A team with expertise in UI/UX design, software development, cybersecurity, and data analytics.

5. PORTAL FEATURES & FUNCTIONALITIES

5.1 General Features of the proposed system

- Responsive and Adaptive Design: Optimized for desktops, tablets, and mobile devices.
- Multi-language Support: English & Malayalam.
- Accessibility Compliance: WCAG 2.1 and Government of India accessibility standards.
- Search Engine Optimization (SEO): Optimized for search engines with metadata and structured data.

5.2 Job Seeker - Features

- User Registration & Profile Management: Secure signup, profile creation, and resume upload.
- Job Search & Application: Filtered search by category, location, skills, experience.
- Automated Job Alerts: Email/SMS notifications based on profile preferences.
- Skill Assessment & Training: Integration with skill development programs.
- Career Counseling & Mentorship: Guidance from industry professionals.

5.3 Employer & Recruiter - Features

- Company Registration & Profile Management.
- Job Posting & Candidate Management.
- Shortlisting, Interview Scheduling, and Application Tracking.
- Multi-Agency Access for Government & Private Recruitments.
- Online Examination & Assessment Tools for Hiring.

5.4 Administrative Features

- Role-Based Access Control for University, Employers, and Recruiters.
- Real-Time Reports & Analytics on Job Trends, User Engagement, and Placements.
- Integration with Government Job Portals and Industry Networks.
- Data Security & Compliance with Indian IT and Employment Regulations.

6. PROJECT TIMELINE

The selected vendor must deliver the fully functional portal within 6 months from the date of contract signing.

7. SUPPORT & MAINTENANCE

The vendor must provide one year of free support and maintenance, including regular security updates and bug fixes.

8. BID SUBMISSION REQUIREMENTS

Vendors must submit the following documents

- Company profile, experience, and technical expertise.

- Detailed project execution plan with timelines.
- Budgetary quotation including development, hosting, and maintenance costs.
- Previous case studies or references.

9. EVALUATION CRITERIA

Proposals will be evaluated based on

- Technical expertise and past experience.
- Innovative features and scalability.
- Cost-effectiveness and long-term sustainability.
- Compliance with security and regulatory requirements.