

Services Housing Co-operative Society Limited

सर्विसेजहाउसिंगकॉपरेटिवसोसाईटीलिमिटेड,

Ashok Nagar, Ranchi-834002

E_Mail – support@ashoknagarranchi.com

(R. No. 20/R of 1960)

NOTICE INVITING QUOTATION

MEMO NO – 17 Dt. 25/01/26

The Services Housing Cooperative Society Limited, Ashok Nagar, Ranchi has been invited Rate for The Digitization and Payment Gateway and more informations as belows :-

Services Housing Cooperative Society Ltd., Ashok Nagar, Ranchi currently maintain more than 1000 (One thousand) physical files.

We want key deliverables the following outcomes :-

- 1-Professional scanning and digitalization of selected important documents
- 2-High quality image enhancement and searchable PDF creation
- 3-Comprehensive indexing and intelligent categorization.
- 4-Secure Documents Management System with role-based access control
- 5-Advance search and retrieval functionality
- 6-Comprehensive user training and documentation
- 7-One year technical support and maintenance

Kindly Quote the rate for :-

1 Digitization and Data Processing Services

(b) Document Scanning Digitization, Indexing & Quality Check.

2-Document Management Software (DMS)

(b) Document Management Software- License, Configuration, User Setup & Training

3-Technical support and maintenance

(b) Technical support, maintenance, Minor enhancements and issue Resolution

After digitization Submit proposal for Housing Society Management system

SCOPE OF WORK

- Requirement Analysis and System Configuration
- Deployment of web based and android mobile-enabled platform
- Member, Tenant, and committee dashboards.
- Online payment collection and reconciliation report
- Grievance and communication management

- Secure hosting training and post implementation support
- KEY FEATURES REQUIREMENT
- My Payments
- My Grievances
- Notice/ Messages
- My properties
- My Profile
- My Tenents
- Dues & Maintenance Management
- Receipts and Accounting Integration
- General Complaints /Grievances
- Other Society Information.
- Payment Collection and Settlement
- Services Delivery Security & Support
- Commercial and Financials

Kindly Quote the Rate

(1) One Time Charges

(a) Setup Configurataion, Customization, Training & Onboarding

(2) Recurring Charges

(a) Annual Subcription charge for 508 properties

(3) Optional charges Rate (As per requirement)

(a) Annual charges for additional properties subscription per property/
per year

(c) Annual charges for 100 GB cloud storage rate with backup and
Disaster Recovery (Vary on Market Price).

TIME FRAME FOR SUMISSION OF QUOTATION

Upto 31st January 2026.

By the order of Chairman



(Basant Kumar Bhattacharya)

Director