

# **EXPRESSION OF INTEREST (EOI)**

## **Technical Solution for “An On-line Inventory Management” for the GSFC University, Vadodara**

---

### **Preamble**

Inventory management is the systematic approach adopted for goods procured, stored and issued. Inventory can be described as “Any item held in a central store with the express intention of being issued to be consumed”.

It involves tracking the consumption of various items and gives an indication of procurement/replenishment of items/goods in the right quantities at the right time. This will bring better transparency and predictability in the Procurement of Goods and Services are provided in the most Quality & cost-efficient, and Ethical manner to serve the University's best interest.

1. GSFC University intend to invite Expression of Interest (EOI) from the potential Consultants / Agencies in the field of **Technical Solution for “An On-line Inventory Management”**
2. It is requested to go through the EOI placed herewith and in case of any further details required for submission of techno-commercial proposal, please contact on Email ID – [deputy.director@gsfcuniversity.ac.in](mailto:deputy.director@gsfcuniversity.ac.in)  
[manager.procurement@gsfcuniversity.ac.in](mailto:manager.procurement@gsfcuniversity.ac.in)

### **3. Inventory Management in a University with Various Formats**

In a university setting, inventory management involves the tracking and handling of diverse types of resources and materials. These can range from books and lab equipment to digital assets, office supplies, and even specialised items like scientific samples or artwork. Managing such a wide variety of

formats requires customised approaches and technologies tailored to different categories of inventory.

#### 4. Types of Inventory in a University:

##### I. Library Resources:

- **Books and Journals:** Physical copies of textbooks, research journals, and magazines.
- **Digital Media:** eBooks, online journals, subscriptions, and databases.
- **Archives:** Historical documents, special collections, and rare manuscripts.

##### II. Laboratory Equipment and Supplies:

- **Chemicals and Reagents:** Perishable or sensitive materials with strict storage guidelines.
- **Lab Instruments:** Microscopes, spectrometers, and other equipment.
- **Consumables:** Glassware, gloves, syringes, etc.

##### III. IT Equipment and Digital Assets:

- **Computers and Accessories:** Laptops, desktops, projectors, and peripherals.
- **Software Licenses:** Subscriptions and licenses for various software tools.
- **Servers and Network Hardware:** Infrastructure equipment for digital resources.

##### IV. Facilities and Maintenance:

- **Furniture and Fixtures:** Classroom desks, chairs, office furniture.
- **Maintenance Supplies:** Cleaning products, repair tools, HVAC components.
- **Vehicles:** Campus vehicles like buses, vans, or maintenance trucks.

## V. **Office and Classroom Supplies:**

- **Stationery:** Paper, pens, whiteboards, markers.
- **Projectors and Audio Equipment:** For lecture halls and conference rooms.

## VI. **Special Collections and Art:**

- **Artefacts and Artwork:** Historical pieces, sculptures, paintings, and other valuables.
- **Research Samples:** Biological specimens or geological samples stored for academic purposes.

## 5. **Purpose :**

This Expression of Interest seeks to demonstrate the University's commitment to strengthening inventory management through the adoption of a modern, efficient, and transparent system.

## 6. **Objectives**

- To improve the accuracy and accessibility of inventory records
- To enhance tracking and control of university assets and supplies
- To reduce losses, duplication, and unnecessary procurement
- To support informed decision-making and audit compliance

## 7. **Proposed Approach:**

The University proposes to implement a centralized inventory management system incorporating digital record-keeping, standardized procedures, and periodic verification of assets. Capacity building for relevant staff will support the sustainability of the system.

## 8. Expected Outcomes

- Up-to-date and reliable inventory data
- Improved resource utilisation and cost efficiency
- Enhanced accountability and transparency
- Strengthened institutional governance

An improved inventory management system will support effective resource management and contribute to the University's operational efficiency and strategic objectives.

## 9. Terms & Conditions

- This EoI is intended to gather technical inputs and solution with Techno-Commercial Proposal.

It is not a Request for Proposal (RFP)/tender and does not guarantee award of work.

- GSFC University reserves the right to:
  - Reject any or all proposals
  - Modify scope
  - Seek clarifications or presentations

## 10. Submission Guidelines

All interested and eligible consultants are required to visit the GSFC University to understand our technical requirements in an explicitly clear manner. Subsequently, a complete proposal shall be submitted within the stipulated timeline.

## 11. Submission Timeline

- **Last Date for Submission:** 06<sup>th</sup> April, 2026, up to 5:00 PM IST

No submissions will be accepted after the closing date and time under any circumstances.

## 12. **Mode of Submission**

- Proposals must be submitted **in a sealed envelope/cover** addressed to:

**The Director (Administration)**

**Anviksha Building, GSFC University**

P.O. Fertilizernagar,

Vadodara – 391750, Gujarat, India

- The envelope must clearly bear the title:

**“EOI for “An On-line Inventory Management” for the GSFC University ”**

\*\*\*