



## **SNDT Women's University, Mumbai**

### **Call for Proposals for XR-Focused Consultants to facilitate "Centre for Disruptive Technologies (XR-AI Lab)" at SNDT Women's University**

Applications are invited from qualified individuals or companies to provide consultancy for facilitating the establishment of Centre for Disruptive Technologies (XR-AI Lab)" at the Sir V. Thackersey Vidyavihar (Juhu campus) of the SNDT Women's University.

#### **Goal**

SNDT Women's University has defined its XR & AI lab requirements for its Juhu campus. We need a consultant to:

- Source listed hardware & software at optimal cost
- Streamline procurement, setup, integration, and training

The project cost of the Centre is approx. INR 350 Lakh

#### **1. What SNDTWU Provides**

- Detailed list of required XR headsets, sensors, workstations, and networking gear
- Software requirements

#### **2. Consultant Scope of Work**

##### **1. Cost-Optimized Procurement**

- Leverage supplier networks to secure the best pricing, bulk-order discounts, and service agreements
- Manage RFP process, vendor negotiation, and purchase orders

##### **2. Workflow Streamlining**

- Design end-to-end process: order → delivery → installation → support
- Define roles, responsibilities, and escalation paths

##### **3. Integration & Validation**

- Install hardware, configure software, and ensure interoperability
- Conduct performance tests and proof-of-concept demos

##### **4. Operational Playbook**

- Document standard operating procedures for lab usage, maintenance, and troubleshooting
- Create checklists for daily, weekly, and quarterly tasks

##### **5. Training & Handover**

- Train SNDTWU staff on setup, basic repairs, and software updates
- Deliver quick-start guides and video tutorials

#### **3. Consultant Qualifications**

- Proven track record in XR/AI lab deployments for the last 5 years (proofs needed)
- Strong vendor relationships for hardware sourcing
- Expertise in related hardware and software integration
- Experience optimising workflows in educational settings
- At least One client's reference (preference for education institutes)

The estimated cost for the consultancy is up to Rs. 5 Lakh.



#### **4. Deliverables**

Concept and design submission  
Procurement plan & PO approvals  
Installation & integration  
SOP manual & playbook  
Staff training sessions  
Testing of the centre  
Final report & handover

#### **5. Fees & Payment**

- Fixed-fee proposal in INR

#### **6. Submission Details**

- **Deadline: 24 July 2025, 5 PM**

- **Submit to:**

Registrar, SNDT Women's University,  
Registrar's Office,  
Bharatratna Maharshi Karve Vidyavihar (Churchgate Campus),  
1, N. Thackersey Road, Mumbai 400020

- **Enquiries:**

- Prof. Jayashree Shinde, Project Investigator, Centre for Disruptive Technologies  
eMail: office@pmusha.sndt.ac.in cc to: registrar@sndt.ac.in

**The application is invited in one big sealed envelope consisting of two sealed envelopes inside:**

**Part I: Technical Information (envelope 1)**

**Part II: Commercial Proposal (envelope 2)**

The above labels (Part I and II), including the full name of the individual/company, address, and contact number, should be written on all three sealed envelopes. All envelopes should be titled as "**Consultancy for XR-AI Lab**".

***Envelopes without a proper title will not be considered.***

#### **Part I: Principal Information of the Applying Party**

1. Official Name of the Individual or the Company with Registration documents
2. Type of Business (if a company) with official documents as proof
3. Current designation (if applicable)
4. PAN and AADHAR Card, GST Registration
5. Address with Proofs
6. Details of Experience of consultancy in setting up AR/VR/XR/MR labs, or projects/ responsibilities undertaken in the same field (Clients, Years, with proofs such as Challans, Experience Letters, Recommendation letters, etc.)

7. Preference may be given for contributing to the educational institutions
8. Annual Turnover/Income for the last 3 years (audited statements as proof)  
(Average Turnover/Individual income upto minimum of Rs. 6 Lakh/year is expected)

## **Part II: Commercial Proposal**

The Commercial Proposal will be in another sealed envelope. The proposed consultancy is to be provided in the following format:

<i>Proposed Consolidated Consultancy</i>	<i>Applicable Taxes</i>	<i>Total (INR)</i>

## **7. Selection will be on a Cost-Quality basis (QCBS) with 70:30 ratio of Quality and Cost**

### **Evaluation Criteria for Quality (Breakup of 70)**

- Technical documents (other than experience) -15
- Relevant experience – 15
- Team qualifications – 10
- Presented Methodology of the setup – 15
- Integration & workflow design – 15

### **Project Duration**

Project definition, design, procurement and testing phases as per the deliverables will be phased out over maximum 3 months. Consultancy will be paid in phases as per the deliveries. The phases will be finalised and discussed with the Consultant on selection. Once finalised, penalty will be applicable for delayed deliverables.

  
**Registrar**  
**SNDT Women's University**  
**Mumbai - 20**