



॥ अंतरी पेटवू ज्ञानज्योत ॥  
**Kavayitri Bahinabai Chaudhari**  
**North Maharashtra University, Jalgaon**

### E-TENDER NOTICE

K.B.C. N.M.U., Jalgaon invites E-tender for Examination Various Work

**1) Printing, Supply Scanning of OMR/OCR/ICR Answer Sheet**  
(Summer 2022 & Acedmic Year 2022-23) Short Tender Notice

**2) On Screen Digital Evaluation System (OES)**  
[Descriptive Answer Book (May-2022 to April -2027)]

**3) Online MCQ Examination** (May-2022 to April -2023)

**4) Question Paper Mangement System & Digital Examination**  
**Paper Delivery System (DEPDS)** (Acaedemic Year 2022-23)

From interested and qualified vendors for the competitive bidding process. For the detailed tender documents, interested bidder should visit <https://mahatenders.gov.in> and [www.nmu.ac.in](http://www.nmu.ac.in)

The filled in tender must be submitted online on or before **Sr.No. 1 for 20/04/2022 and Sr. No. 2,3 & 4 for 04/05/2022 upto 17.00 hrs.** Any extension of tender, corrigendum or change in schedule will not be published in news paper; it will be published only on above mentioned website only. (Fill each Tender Separately)  
Ref.:KBCNMU/7-A/ET/OEVarious Work/863,864-866/2022 (Prof. D.S. Dalal)

Date :12/04/2022

Offg. Director, Board of Exam.& Evaluation



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**कवयित्री बहिणाबाई चौधरी उत्तर महाराष्ट्र विद्यापीठ, जळगाव**  
**Kavayitri Bahinabai Chaudhari**  
**North Maharashtra University, Jalgaon**

POST BOX NO.80, UMAVINAGAR,

JALGAON- 425 004

Tel.No. (0257) 2257301, 325 & 326

Fax No. (0257) 2258407

E- TENDER DOCUMENTS FOR  
On-Screen Digital Evaluations System (OES)

For The Period of Five Year

FROM MAY 2022 TO APRIL 2027

REF :- **KBCNMU/7-A/ET/OES /864/2022**

**FOR MORE DETAILS VISIT THE PORTAL OF**

<https://mahatenders.gov.in> / [www.nmu.ac.in](http://www.nmu.ac.in)

Total Pages - 01 to 28



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On-Screen Digital Evaluations System (OES)  
FOR THE PERIOD OF FIVE YEAR  
FROM May 2022 to April 2027

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**Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon**

**TENDER SCHEDULE AND CONTACT DETAILS**

Offline Descriptive Examination with On-Screen Digital Evaluations System (OES)  
**FOR THE PERIOD OF FIVE YEARS**  
( From May 2022 TO April 2027)

Sr. No.	Key Days of the tender	Start date & time	Closing date and time
01	Tender Release	13/04/2022 10.00 hrs.	---
02	Tender documents downloading	13/04/2022 10.00 hrs.	04/05/2022 17.00 Hrs
03	Online Submission	13/04/2022 10.00 hrs.	04/05/2022 17.00 Hrs
04	Pre Bid Meeting	25/04/2022 Zoom Meeting ID- 88396007348 & Timing 11.00 AM	Pass word- 786393
05	Technical Bid opening	06/04/2022 11.00 hrs. (if possible)	---

**Contact below if any query to**

1	Mr.Sumit Katkar, For any information/difficulty Regarding online submission of tender	7745827385 7843024910
2	Offg. Head, Computer centre	9881219994 0257-2257325,326
3	System Analyst (Computer Centre Exam.)	0257-2257325
4	General Query	0257-2257236,237 (Purchase Dept.)



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**Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon**

**E- TENDER NOTICE OF**  
**Offline Descriptive Examination with On-Screen Digital Evaluations System (OES)**  
**FOR THE PERIOD OF FIVE YEARS**

**From May 2022 TO April 2027**

Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon invites E-tender for Offline Descriptive Examination with On-Screen Digital Evaluations System (OES) **to be started from** May 2022 To April 2027 from interested and qualified vendors for the competitive bidding process. For the detailed tender document, interested bidder should visit

<https://mahatenders.gov.in> and [www.nmu.ac.in](http://www.nmu.ac.in).

The filled in tender must be submitted online on or before **04/05/2022** up to 17.00 hrs. Any extension of tender, corrigendum or change in schedule will not be published in news paper; it will be published only at above mentioned website only.

Ref. : **KBCNMU/7-A/ET/OES/864/2022**

Date : 12/04/2022

(Prof. Dr.D.S.Dalal)  
Offg. Director  
Board of Examinations and Evaluation

## DISCLAIMER

1. Detailed schedule for the various activities to be performed in e-tendering process by the Tenderer for quoting their offer is given in this Tender Document under “Tender Schedule”. Manufacturer/ Distributors/ Authorized Dealers / Service Provider should carefully note down the cut-off dates for carrying out each e-tendering process / activity.
2. Every effort is being made to keep the Website upto date and running smoothly 24 x 7 by the K.B.C.N.M.U. and the Service Provider. However, K.B.C.N.M.U. takes no responsibility, and will not be liable for, the website being temporarily unavailable due to any technical issue at any point of time.
3. The K.B.C.N.M.U. will not be liable or responsible for any damages or expenses arising from any difficulty, error, imperfection or inaccuracy with this Website. It includes all associated services, or due to such unavailability of the Website or any part thereof or any contents or any associated services.
4. Tenderers must follow the schedule of e-tendering process and get their activities of e-tendering processes done **well in advance** so as to avoid any inconvenience due to unforeseen technical problem if any.
5. K.B.C.N.M.U. will not be responsible for any incomplete activity of e-tendering process of the tenderer due to technical error/ failure of website and it cannot be challenged by way of appeal, arbitration and in the Court of Law. Manufacturer/ Distributors/ Authorized Dealers/ Service Provider **must get done all the e-tendering activities well in advance.**

## Instructions for filling of E-Tender

The Director, Board of Examinations and Evaluation Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon invites e-tender for Offline Descriptive Examination with On-Screen Digital Evaluations System (OES) from May,2022 to April 2027 (For five years period). The details in this regard are given below:-

1. Procedure to submit the tender: All eligible/ interested tenderers are required to be enrolled on Portal <https://mahatenders.gov.in> before downloading tender documents and participate in e-tendering. The vendors should submit online tender in two bid system i.e. Technical Bid and Commercial/ Financial Bid. BOQ (BOQ Rate quoted inclusive of all taxes)
2. Technical Bid: The technical bid shall contain the following documents. The Bidder must Scan the documents and upload all these documents online with first page in technical bid Compulsorily. All the documents must be valid and self-attested by bidder. Non-submission of following requested documents may lead to rejection of offers.

Sr.No.	Name of Document
2.1	Information of the bidder as per <b>Annexure –A.</b>
2.2	Certificate of Incorporation / Registration.
2.3	Copy of GST Registration Certificate
2.4	Copy of PAN card
2.5	Copies of Income tax returns filed during last Five financial years.
2.6	Copies of SSI / NSIC/MSME registration certificate (In case of exemption in payment of Tender Fees / EMD is claims). The related G.R. /Circular must be uploaded.
2.7	Proof of Minimum annual turnover Rs. 3 Cr in the last Five financial years as per <b>Annexure - B</b>
2.8	An affidavit that the bidder has never been black listed by Government department / government under taking / Public Sector Unit / University /Education Board /any other agency as per <b>Annexure- C</b>
2.9	List of clients to whom the tendered services provide the name, address, Landline. No. / Mobile No. of the clients. & copy of experience certificate /work done certificate from the University / Board /Educational Institute / State or Central Government Departments for last Five financial years
2.10	Bidder's Declaration on letter head <b>Annexure –F</b>
2.11	Receipts of payment of Cost of tender and earnest money deposit paid through Internet Banking
2.12	Audited Balance sheets and Profit & Loss account statements of the company / firm duly audited by Chartered Accountant for last Five financial years.
2.13	Proof copies of ISO 9001:2015, ISO 27001: 2013 and CMMI Level 3 certification
2.14	<b>Full set of tender documents with seal and signature of bidder or his authorized representative on each page of the tender. (full set uploading will be must )</b>

3. Financial Bid: The tendering authority will first open the Technical Bid documents of all bidders and after scrutinizing these documents will shortlist the Bidders who are eligible for Financial Bidding process. Otherwise the tender may be disqualified. Financial bid should be submitted online by vendor in the form of BOQ excel sheet given over [www.mahatender.gov.in](http://www.mahatender.gov.in), the supplier shall fill up the column of rate per unit offered by him.
4. Bidder should have valid Digital Signature Certificate (DSC) obtained from any Certifying Authorities.
5. The detail description of On-Screen Digital Evaluations System (OES) provided in the tender documents.
6. The Technical and Financial bid shall be submitted online as per the tender schedule.
7. The Bidders are strictly advised to follow the dates and times allocated to each stage. As indicated in the time schedule. All the online activities are time tracked and the Electronic Tendering System enforces time-locks that ensure that no activity or transaction can take place outside the Start and End Dates and Time of the Stage as defined in the tender schedule. At the sole discretion of the Tender Authority, the time schedule of the Tender stages may be extended.
08. The rates should be quoted for **OES** security enabled software system with hardware. After Completion of FIVE years of contract the contract can be extended by another two years if the performance is found to be satisfactory by K.B.C.N.M.U.Jalgaon.
09. The University reserves the right to decide whether to open or not open the Commercial Bid of the supplier and no objection of any supplier shall be entertained on any ground what so ever it may be regarding this.
10. No Bid shall be accepted without payment by online earnest money deposit and cost of Tender.
11. The rate quoted in per assessment BOQ form should be inclusive of GST., Levies, duty's delivery charges, VAT, Government Levies, Taxes Octroi. etc.
12. The University is not to bind to accept lowest tender and reserve the right to accept/cancel any or all tenders without assigning any reason thereof.
13. The accepted tender rates will stand good to the end of the contract and no hike in the said accepted rates will be permitted during the period of the agreement, unless it is specified in the Contract.
14. The entire work assigned to tenderer is highly confidential; hence the bidder should maintain absolute confidentiality while carrying out the work. The successful bidder shall not Outsource/ sublet any activity or process related to the entire process within the scope of tendered work.
15. The bidder should have the capability to carry out the work of total solution OES for all Examination.



16. The bidder should have facility to execute the work assigned to them with all facilities, Manpower & infrastructure, could not assign sub-contract for the said work.
1. The Technical bid will be opened first and evaluation will be done as per technical requirement and conditions along with the demonstration and those who fulfill the technical requirements, their financial bids will only be opened.
  2. University shall reserve the rights to accept or reject the services, which do not confirm to the specifications laid down in the terms & conditions. Payments towards such defective services will be deducted from the bills of the tenderer in case of such acceptance, is so.
  - 3. Tender submitted in part or in full, unsigned, incomplete, unclear, unreadable will not be considered and rejected outright through online.**
  4. The Technical Envelope / Bid will be opened online first and evaluation will be done as per Technical Requirement and Conditions along with the demonstration and those who fulfill the technical requirements, their Financial Bids will only be opened.
  5. A penalty worked out for delayed services shall be charged, and shall be recovered from the service provider. The amount of penalty shall be decided by University authority and decision in this regard shall be final & binding on tenderer.

**Specification for** implementing the process of Offline Descriptive Examination with On-Screen Digital Evaluations System (OES) to various Examinations Centers for the period from May 2022 to April 2027

Description of Services required	Period
All Exams- On Screen Digital Evaluation System (OES) of Answer Papers at respective CAP Centres (Maximum 250) Through OEM (Book Scanning without cutting the spine of the answer scripts at KBCNMU Campus)	May,2022 to April 2027 (02 Semester end exam. per year)

**PRE-BID MEETING/CLARIFICATION OF BIDS:**

1. Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon, will host a Pre-Bid Meeting for queries (if any) by the prospective bidders. The date, time and place of the meeting are given in this tender document.
2. **The representatives of the bidders may attend the pre-bid meeting at their own cost.** The purpose of the pre-bid meeting is to provide a forum to the bidders to clarify their doubts / seek clarification or additional information, necessary for them to submit their bid.
3. All enquiries from the bidders relating to this Tender must be submitted to the KBCNMU, Jalgaon as per Schedule. These queries should be emailed to \_\_\_\_\_ with subject line “Pre-bid queries”
4. The queries should necessarily be submitted in the following given format: -

**Query Regarding Tender Notice Number**

Request for Clarification	
Name and Address of the Organization submitting request	
Name and Position of person submitting request	
Contact detail of the organization / Authorized Representative	
Tel : Mobile : Email :	

Sr.No.	Document Page No.	Document Clause No.	Clause Title	Queries /Clarification Sought	Justification by bidder

**Query Regarding Tender Notice Number**

5. Queries submitted post the above-mentioned deadline, or which do not adhere to the above-mentioned format; may not be responded.

6. KBCNMU, Jalgaon will endeavour to provide timely response to all the queries. However, makes no representation or warranty as to the completeness or accuracy of any response made in good faith, nor does it undertake to answer all the queries that have been posed by the Bidders.
7. Any modifications of this Tender, which may be necessary because of the Pre-Bid Meeting or for any other reason, shall be made available exclusively through a corrigendum.
8. Any such corrigendum shall be deemed to be incorporated into this Tender. In case of any such amendment of the Tender, the Bid submission date may be extended in its sole discretion
9. Based on queries received, the KBCNMU, Jalgaon may amend the Tender/issue Corrigendum, if required on the website of KBCNMU, Jalgaon viz. <http://nmu.ac.in/en-us/usefullinks/tenders.aspx>. or e-tendering portal viz. <https://mahatenders.gov.in>.

#### AMENDMENT OF BIDDING DOCUMENTS :

- 1 At any time prior to the deadline for submission of bids, the Tendering Authority may, for any reason, whether on its own initiative or in response to the clarification requested by a prospective bidder, modify, change, incorporate or delete certain terms and conditions in the bidding document.
2. In order to allow prospective bidders reasonable time to take into consideration the amendments while preparing their bids, the Tendering Authority, at its discretion, may extend the deadline for the submission of bids.

**Terms & Conditions / Pre-Qualification Evaluation points /Marks Minimum Eligibility criteria to consider for the Technical Bid opening:-**

1. Company should be well versed with secure application development policy and coding standards. Preference will be given to having experience in Pre & Post examination System and Confidential work in Universities.
2. The Bidder: The Bidder should be a company incorporated as private or public limited company under Indian companies act 1956 and should have minimum experience of 5 years in examination results processing jobs at UGC recognized Universities or State/Central Government Education Boards.
3. The bidder should participate as a single entity, no consortium or group of companies will be allowed. The service provider or Agency shall be single point of contact with the university and shall be solely responsible for the execution and delivery of the work. Because of the confidential nature of work Joint Ventures and Sub-contracting of any items of work is prohibited.
4. The Bidder must have implemented the Offline Descriptive Examination with On-Screen Digital Evaluations System (OES) for at least 5,00,000 answer booklets or more in each semester without cutting the spine of the answer booklet in last 3 academic years.
5. An affidavit that the bidder has never been black listed by any Government department / government under taking / Public Sector Unit / University /Education Board /any other agency as per Annexure- C
6. The bidder should have ISO 9001:2015 and ISO 27001:2013, CMMI level-3 certificates
7. The average turnover of the bidder in the last five financial years must be at least 3 Crores.
8. Since the system is mitigated on cloud, company should be aware of all cyber policy guidelines, Risk Assessment and have an effective Disaster Recovery Management in place.
9. The organization should have live investigation techniques to curb any types of threat revolving around the cyber world.
10. The organization should have experience in successful implementation of the system with an uptime of 99.50% for a recognized government university.

11. The organization must train concerned University officials for successful running of the whole system.
12. Company shall have the system developed as per the points listed below and should fulfill following criteria :-
  1. A fully equipped and sophisticated GUI with Admin & User Panels
  2. To generate & submit the user reports.
  3. Online Collection/ verification of Evaluator information/data from colleges.
  4. Conduct of Workshop/Mock-drill for Checking answer papers through OES.
  5. To create user ID & password for Examiners at the CAP centers.
  6. Storage and Indexing of Scanned Answer Sheets in encrypt form with computer code directly in the cloud server and issue of computerized receipt and its supervision.
  7. To plan for auto/admin assigning of Answer paper and sending them to examiners at the concerned CAP centers.
  8. To solve all the queries of Examination Centers, Colleges, Professors, students etc. through OES.
  9. To upload the selected Answer Sheets on the server and provide the link to the concerned CAP center, as per evaluator assignment.
  10. Time to time develop system as per requirement of university.

**1) SCOPE OF SERVICES TO BE PROVIDED BY THE SERVICE PROVIDER:**

- (a) The Service Provider shall be responsible for enabling the On Screen Digital Evaluation System (OES) to be used by the University evaluators for evaluation of answer books of all courses in all the Faculty examinations for the entire volume.
- (b) The Service Provider shall locate the server at the Cloud and it shall be up and running for seven days a week. Uptime for the server guaranteed shall be above 99.5%, measured on a monthly basis or for the project duration, whichever is less.
- (c) The OES Solution availability for the performing evaluation is 9.00 a.m. to 9.00 p.m. on all days for evaluators of the University to carry out the work. There shall also be remote access to the Central Server to the Director, Board of Examinations and Evaluation and authorized officials of the University, for monitoring purpose, five days a week from their office locations.
- (d) The Service Provider shall be responsible for making the computer systems or nodes connect to the Central Server at data centre securely.
- (e) The Service Provider shall get the Evaluation Centre ready for evaluation once the University provides the Computer Lab along with connectivity to any of its affiliated colleges.

- (f) The Service Provider shall train the evaluators at the Evaluation Centers.
- (g) The Service Provider shall train the coordinators at each Evaluation Center where the work of evaluation is being carried out. The Coordinators shall coordinate and assist the evaluators if they have any doubt in using the software. The Coordinator shall also be responsible for checking the IDs of evaluators entering the premises and for recording their attendance. The service Provider should operate the technical help center from Jalgaon or at any approved location and resolve the issues identified by the coordinators over phone or by taking the remote access of the computers.
- (h) Hard copies of answer booklets can be kept only in the scanning room and the Service Provider shall hand over the same to the University after scanning.
- (i) The scanned digital copy of the raw answer-books shall be uploaded into the Central Server directly from the Scanning Centre. The Evaluation Centre shall not have any scanned copy of answer-books stored in the local machines or servers. Storage of all answer-books both prior to evaluation and post-evaluation shall only be in the Central Server to ensure security of answer-books.
- (j) Digital copies of the scanned answer-books shall not be allowed to be taken outside the Scanning Centre in a hard copy or in a laptop or in any physical storage device. The Service Provider shall have to upload the copies of answer-books in an encrypted form right from the Scanning Centre to the Data Centre centrally located at a Tier 3 Data Centre.
- (k) The Service Provider shall enable the access to the servers for head examiners both from their office as well as from Evaluation Centre, based on their roles and rights defined by the University in writing.
- (l) The Service Provider shall enable access to the servers to the Director, Board of Examinations and Evaluation of the University from his office computer in order to enable him to monitor the progress of evaluation.
- (m) The software shall have capability for the evaluators to raise exceptions to the head examiners irrespective of their locations. The Head examiners shall get access to the servers across Evaluation Centers from any location away from the centre.
- (n) The software shall have annotation capability like tick marks and cross marks apart from other tools like protractors/scales required for evaluation.
- (o) Individual marks awarded for each question shall appear before the tick mark i.e. marks awarded by the evaluators against each question shall appear individually in the answer-book. All annotations shall come out cleanly if the University chooses to print an evaluated answer-book for any reason after the declaration of results.
- (p) The cover page of each evaluated answer-book shall have a summary of marks awarded question wise with the total. This page shall get generated from the server automatically along with the answer-book and the same shall be submitted as a PDF copy to the University within 15 days after declaration of results of the examination concerned. Generation of marks summary page of answer-books separately outside the system or server and then manually attaching it to the answer-book to create a PDF is strictly not allowed.

- (q) The Service Provider shall provide the scores of each candidate in a table format that is mutually agreed by the University and the Service Provider at the project stage. The final score sheet shall be released within five days from the date of completion of evaluation of the last answer-book by the evaluators of the University.
- (r) The entire evaluation activity along with data and audit logs shall be kept safe and stored in the Central Server for a period of minimum one year after completion of evaluation of answer-books. The data from the server that supported the evaluation can be deleted only after an explicit confirmation from University in writing.
- (s) The system shall support evaluation from multiple Evaluation Centers for the same subject with all answer-books kept in one central pool and allocated to the evaluators randomly.
- (t) The system shall provide convenience to evaluators such that the evaluator can perform evaluation from any authorized Evaluation Centre of the University with his/her user name and password. Audit logs shall capture the location of evaluation for every answer-book.
- (u) Reevaluation Process:-
- Retrieval of requested scanned answer books from archival without annotation and marks.
  - Assigning these answer books to the evaluator for re-evaluation.
  - All steps of Evaluation and result processing are applicable here as narrated above.
  - System accept the application from student for photocopy with appropriate fee.
  - System create student login for applying Photocopy Verification / Challenge to Valuation.
  - System automatically sends the answer book (PDF) to the student login after success completion of payment.
  - Result of verification and challenge to valuation will be made available in the student login
- (v) Service Provider will be required to provide a Performance Guarantee for an amount of Rs. **5,00,000/- (Rupees five lakh only)** whichever is higher, in the form of Bank Guarantee from any nationalized bank or in the form of security deposit to be paid by RTGS / NEFT.

## 2) RESPONSIBILITIES OF THE UNIVERSITY:

- (a) The University shall provide Evaluation Centers i.e. computer labs with requisite internet connectivity and LAN, adequate power supply and other infrastructure like gen-set, if required.
- (b) The University shall be responsible for appointment of evaluators and head examiners, if any ensuring their attendance and payment of remuneration to them.
- (c) The University shall provide scanning space with power supply/ backup gen-set and internet connectivity within its premises.
- (d) The University shall provide a marking scheme well in time, i.e. at least FIVE working days before the commencement of evaluation process in case of one paper and at least five working days before the commencement of evaluation process in case of multiple papers.

### **Hardware:-**

1. The service provider maintains two independent and dedicated servers; one as primary and Second as a backup at university decided location.
2. Both servers should be SSL certified with minimum 2048 Bit encryption.
3. If primary server goes down, the system should automatically shift to the backup server, and the notification for the same should be sent to every user.

## **Activities and Responsibilities**

<b>S.No</b>	<b>Activity</b>	<b>Responsibility</b>
01	<p>Establishment of Answer Script Scanning and Digitization center for scanning approximately 5 lakhs of Answer Scripts per exam without cutting the spine of the Answer Script by using the Book Scanners.</p> <p>Local servers, scanning equipment and work stations as needed have to be installed at the scanning center. (Approximately 50 scanning stations are required)</p> <p>Maintenance of Physical Security as well as Data Security at the Digitization Center.</p>	<p>Service Provider</p>
02	Providing the Infrastructure, like stabilized Electric Power, Air conditioning, Furniture etc.	University
03	Work flow management i.e., receiving the Answer Script bundles from the Examination Department, Accounting the Answer Scripts, Reconciliation with Online attendance received.	Service Provider
04	<p>Scanning and Digitizing of the Answer Scripts, maintaining the time schedules as required by the University with proper controls and uploading the scanned Images to the evaluation servers for On-screen Evaluation in the encrypted format.</p> <p>The activity includes providing the technical Manpower, scanning operators and Managerial staff for scanning and Digitizing Answer Scripts.</p>	Service Provider
05	Providing evaluation server for Onscreen evaluation with security features.	Service Provider
06	Identification of the faculty for evaluation of the answer scripts.	University
07	Allocating the answer scripts to the evaluators based on subject expertise and controlling the evaluation process.	Service Provider
08	Re valuation of Answer Scripts and Scanning the already valued answer scripts.	Service Provider
09	Web service for making the scanned copies of Answer Scripts available to the Students after declaration of results & online application to apply online for verification / redressal with online payment	Service Provider
10	Identification of the Evaluation centers with prescribed infrastructure as per the requirement such as work stations, Software, UPS, Internet band width, generator backup and Security features	University



11	Approval of the Evaluation centers or work from home facility	University
12	The Service Provider should own the evaluation software. Any modifications to the evaluation software as required by the university should be incorporated by the Service Provider in the time frame given by university.	Service Provider
13	Training of evaluators and university staff on the process of evaluation and evaluation software.	Service Provider
14	Training of Technical Staff at all evaluation centers to guide the evaluators.	Service Provider
15	To provide unique user name/password to the evaluators Online attendance recording at the evaluation centers.	Service Provider
16	To maintain log of all activities of evaluators during course of evaluation. To generate remuneration payable to the evaluators day wise as required by the university.	Service Provider
17	To provide the dash board on the evaluation activities to the competent authorities of the university.	Service Provider
18	To export the evaluation data in encrypted format to the central server for further process. The data to be given also in the electronic media to the Controller of Examinations of the university and also provide the evaluation data backup to a designated server by the university.	Service Provider
19	To provide certificate that Confidentiality of data is maintained by the Service Provider.	Service Provider
20	To return the scanned and digitized answer scripts to the university as required by the university.	Service Provider

### General Terms and Conditions of the Tender : -

The online tender is called Descriptive Examination with On-Screen Digital Evaluations System (OES) FROM May,2022 to April 2027 **It is also brought to your notice that further course of action of conduct of On Screen Digital Evaluation System (OES) shall be taken considering pandemic situation directives of the Central Govt. / State Govt.**

- 1) **Earnest Money Deposit & Cost of Tender:-**Vendors are required to pay **Rs. 2,50,000/-** (Rs. Two lacs fifty thousand only) and **Rs.15,000/-** (Rs. fifteen thousand only) towards EMD & Tender Fee respectively through Net banking .
- 2) **Security Deposit: --**The successful bidder to whom the work order is given shall be required to deposit an amount equivalent to 5% of total value of purchase order (inclusive of all taxes, duties etc) as security deposit within 7 days from the date of work order. The security deposit will not carry any interest which shall be refunded after successful execution of On Screen Digital Evaluation System (OES).If the bidder fails to keep the security deposit, then the second lowest quoted bidder will be issued the similar purchase order or the University with holds the total authority for the necessary action to be taken. The Security deposit will be forfeited if the supplier fails to execute the work order
- 3) **Termination of Contract:** University reserves the right to terminate the work order bidder fails to services "within the examination period. The University also reserves the right to go for next lowest tenderer or other appropriate action will be taken.

If due to the above mentioned reason work order is terminated, security deposit shall be forfeited and also the tender may be allotted to the next lowest tenderer or the university reserves the right to take any other appropriate decision including legal action against the bidder to whom work order was awarded.

- 4) The Bid E.M.D. will be forfeited :
  - a) If the bidder withdraws his bid during the period of bid validity specified in the bid.
  - b) In case of successful bidder, if the bidder fails or refuses to accept the work order.
- 5) Conditional E-tender shall be out rightly rejected.
- 6) **Payment :-**100% after 45 days from the completion of satisfactory result declaration of all those answer books in that examination event. The payment will be made by account payee cheque only or online Bank transfer to the successful bidder.
- 7) Only online tender submitted through Government of Maharashtra portal for e-procurement will be considered. ( <https://mahatenders.gov.in> )
- 8) Tender offer must be valid for a period of minimum 120 days from the date of opening of commercial/financial bid. Any offer failing short of the validity period is liable for rejection.
- 9) **Agreement:-** The successful bidder will be required to submit an agreement on stamp paper of Rs.500/-within 7 days from the date of receipt of letter for awarding work order from University. **The agreement should be registered with notary.**
- 10) **Commencement of Rate Contract: The rate contract will commence from the date of submission of agreement along with amount of security deposit.**
- 11) **Jurisdiction:** The courts at Jalgaon alone will have the jurisdiction to try any Matter, dispute or reference between parties arising out of this tender / contract. It is specifically agreed that no court outside and other than Jalgaon court shall have Jurisdiction in the matter.
- 12) The University reserves the right to accept or reject any or all the tenders from any or all the parties without assigning reason thereof.
- 13) Offer should be complete in all respect. Incomplete offers would not be entertained.
- 14) **Penalty to the minimum 10% of the contract value shall be levied upon the vendor for the delay in submission of data or deficiency in the service.**

(Prof. Dr.D.S.Dalal)

Offg. Director

Board of Examinations and Evaluation

**Technical Proposals : -**

- 1. The Company/firm should have an average turnover of Min Rs.3 Cr in the last 5 financial years**
2. Valid copy of Company/ Firm Registration Certificate.
3. If the Vendor has a valid MSME certification and NSIC registration, as per the directive of Central Government Vendor will be exempted from making EMD payment.
4. Copy of Experience Certificate/ Work done Certificate from the University/ Board/ Educational Institute/ State or Central Government Departments / Institutions for last five financial years
5. The Vendor should submit a Security Deposit of amount equivalent to 5 % (five per cent) of the total value of work.
6. The Vendor should provide audited Balance Sheets for the last five financial years.
7. Declaration regarding Clean Track Record. on company / Firm's letter head. Valid copy of GST Registration, Permanent Account Number(PAN).
8. In case any of the above terms are not satisfied, the proposal will be considered invalid and it will be rejected for any further consideration.
9. The vendor should have ISO 9001:2015 & ISO 27001: 2013 certificate, CMMI Level 3 certification.

**Information of the Bidder**

Annexure- A

Sr. No.	Particular	
1	Name of the Vendor	
2	Registered office Address, Telephone no., and E-mail ID	
3	Correspondence / Contact Address. Details of contact person name, designation, address, mobile no & e-mail ID.	
4	Type of the Organization /(Proprietary / Partnership/ Pvt. Ltd./PSU/Govt./Public Ltd)	
5	Year of establishment and Experience in business (In number of years)	
6	Annual Turnover Last Five Years	
7	Audited Balance sheet for the last Five year	
8	GST Registration No.	
9	PAN Card No.	
10	Details of Bank :- Name of Bank Account : Name of Bank : Types of Account : Account Number : IFSC Code : MICR Code :	
11	Capacity in which bid is signed by the bidder each pages of the tender. (Proprietor/Partner/Director)	

**Signature & Seal of the Tenderer**

**Annexure –B**

**Certificate of Annual Turn Over**

Sr.No.	Financial year	Annual turnover (In Lacs)
	Last Five Years	

Seal & Signature of the  
Chartered Accountants

Seal & Signature of the  
bidder authorized representative

**Annexure –C**

**DECLARATION REGARDING BLACKLISTING / DEBARRING FOR TAKING PART IN TENDER.**

**(To be executed & attested by Public Notary / Executive Magistrate on Rs.500/- non judicial Stamp paper by the bidder)**

I / We \_\_\_\_\_ Manufacture / Partner(s)/ Authorized Distributor /agent of M/S. \_\_\_\_\_ hereby declare that the firm/company namely M/s. ----- has not been blacklisted or debarred or any criminal cases or enquires pending against our company by Union / State Government / Public Sector Unit/ University or Education Board or by any other organization .

In case the above information found false I / we are fully aware that the tender/ contract will be rejected/cancelled by University and EMD / SD shall be forfeited. In addition to the above University will not be responsible to pay the bills for any completed / partially completed work.

DEPONENT

Name \_\_\_\_\_

Address \_\_\_\_\_

Attested:

(Public Notary / Executive Magistrate)

## **Overall bid Evaluation procedure**

- a) A three-stage evaluation procedure will be adopted for evaluation of proposals 1. Pre-qualification Evaluation, 2. Technical Evaluation and 3. Commercial/ Financial Evaluation.
- b) Pursuant to the pre-qualification criterion, bidders who are qualified as per pre-qualification criteria will be short-listed for technical presentation to the Committee on the approach methodology to implement the project as per scope of work.
- c) University / committee will assign points (quality of services score) to the bidder who qualified in Pre-qualification stage based on the technical evaluation criterion mentioned in the bid document.
- d) Bidders who will secure 75 marks or above in Technical evaluation stage will be qualified to open the commercial bids.

## **Bid Evaluation Committee**

The bid evaluation committee constituted by the University shall evaluate the bids. The decision of the bid evaluation committee in the evaluation of the Technical and Commercial bids shall be final.

### **A) Technical Evaluation :**

#### **Pre - qualification bid documentation shall be evaluated as under:**

- The evaluation committee will check if the Vendor has deposited the EMD along with the Technical Proposal and the same are found to be in order.
- The documentation furnished by the Vendor will be examined prima facie to see if the Vendor's capacity, skill base and other Vendor attributes as claimed therein are consistent with the needs of this project.
- University may ask Vendor(s) for additional information, and/or arrange discussions with their professional, technical faculties to verify claims made in bid documentation. If the Vendor fails to submit the additional supporting documents, the bid shall be rejected.
- Commercial bid of only those vendors who were found technically eligible will be opened

## **B) Commercial Evaluation :**

The Price Score of the Vendor will be determined by the Committee, which will be used for overall evaluation.

## **C) Overall Score formula :**

Evaluation criteria proposed to be adopted will be Quality cum Cost Based System (QCBS) where Technical Bid Score will get a weightage of 70% and Commercial Bid Score a weight age of 30%. The Vendor would be technically evaluated out of 100 marks. All the Vendors who secure overall minimum of 75% (75 Marks out of 100 across all the components together) will be considered as technically qualified. Final score of all Vendors will be calculated on the basis of the following formula:

$$Fs = (0.70 \times (Ts/100) + 0.3 \times (Cmin/Cb)) \times 100$$

Where

Fs= Overall score of Vendor under consideration.

Ts= Technical Score for the Vendor under consideration out of 100

Cb= Financial Bid Value for the Vendor under consideration

Cmin= Lowest financial bid value (Cb) among the financial proposals under consideration

**The Vendor with highest Fs (overall score), will be awarded work.**

## **1) Contract Finalization and Award Criteria :-**

Issuance of LoI

University shall notify the selected Vendor, through a Letter of Intent (LoI), that its bid has been accepted. The letter of intent will be accompanied by the proforma for contract, incorporating all agreements between the parties.

Signing of Contract

Within 7 days of receipt of the LoI, the successful Vendor shall sign the contract and return it to the University. The selected Vendor will initiate the execution of the work as specified in the agreement.

## **2) Disclaimer : -**

All information contained in this Tender have provided is in the good interest and faith. This is neither an agreement and nor an offer/ invitation to enter into an agreement of any kind with any party.

Though adequate care has been taken in the presentation of this TENDER document, the interested Vendors shall satisfy themselves that the document is complete in all respects. The information published in this document is not intended to be exhaustive. Interested Vendors are required to make their own enquiries and assumptions wherever required.

In case there are less than three valid bids the University reserves the right to award the contract from within the shortlisted vendors. Examination dates cannot be altered hence University reserves the right to award the contract to the most eligible vendor.

Intimation of discrepancy, if any, should be given to the specified office immediately. If no intimation is received by this office by the date mentioned in the document, it shall be deemed



that the TENDER document is complete in all respects and firms submitting their bids are satisfied that the TENDER document is complete in all respects.

University reserves the right to reject any or all of the applications submitted in response to this TENDER document at any stage without assigning any reason whatsoever. University also reserves the right to withhold or withdraw the process at any stage with intimation to all who have submitted their bids in response to this TENDER . University reserves the right to change/ modify/ amend any or all of the provisions of this TENDER document without assigning any reason. Any such change would be communicated to the Vendors by posting it on the website of the University.

Vendor must follow the time table of e-Tendering process and get their activities of e-Tendering processes done well in advance so as to avoid any inconvenience due to unforeseen technical problem if any.

University shall not be responsible for any incomplete activity of e-Tendering process of the Vendor due to technical error/failure of web site and it challenged by way of appeal, arbitration and in the Court of Law. Vendor must get done all the e-Tendering activities well in advance.

#### **Security Management Process (Attach Proof)**

- 1) The Vendor should have ISO Certification of ISO 9001:2015 and ISO/IFC 27001
- 2) Provision for protecting the system from DDOS attack and advance threat attacks.
- 3) Application security testing CERT/STQC (with third party certification is must)
- 4) Security Monitoring – Platform should be enabled for security logging and separate team under taking this monitoring should be in place
- 5) Reports of penetration test conducted – is must
- 6) In case primary instance fail, application should be able to work from another instance in half an hour from primary instance failure (Provide testing proofs)
- 7) Data should reside in India.

Criteria for Technical Evaluation of Tender

Sr. No.	Criteria	Valid Supporting Documents/Information to be submitted as criteria Validation with Technical proposal	Marks
1)	Average Turnover of the company /firm should be 3 Cr for the last Five years )	CA certificate and audit reports to be submitted	1) <b>turnover &amp; Avg. 3 Cr- 5 Marks</b> 2) <b>turnover above 3 Cr. - 10 Marks</b>
2.	Vendor's should have conducted On screen digital evaluation system ( OES) in central or State Govt. Education Depts./ UGC recognized Universities Universities/Private Universities/ Boards/ Educational Institutions in India during the last Five Financial Years having minimum of 30,000 answer books scanning in a single day.	Copy of Experience Certificate/Work done Certificate from the concerned central or State Govt. Education Depts./ UGC recognized Universities/Private Universities/ Boards/ University/ Boards/ Educational Institutions in India. Number of students (minimum 30,000 answer books scanning should be per day) mentioned in the Experience certificate/Work done Certificate.	1) 30,000 to 50,000 Answer books scanning - 10 marks 2) 50,000 to 1,00,000 Answer books scanning - 15 marks 3) above 1,00,000 Answer books scanning - 20 marks
3.	The Vendor should have ISO 9001:2015, ISO 27001: 2013 & CMMI level 3 certification	Self-attested Copies of Certificates	For ISO 9001 and 2700 1:2013 certificates : 07 Marks For CMMI level 3 certification : 03 marks
4.	Must have conducted Onscreen digital evaluation system ( OES) of UGC recognized Universities University/Private Universities/ Institution / Board / Government Department in the last 5 years for 5,00,000 Answer books per semester.	Work order/s from all UGC recognized Universities University/Private Universities / Institution/ Board / Government Department	1) up to 5,00,000 Answer books - 10 marks 2) More than 5,00,000 Answer books - 20 marks

5	The Solution and Software proposed to be used by Bidder should have been successfully implemented in similar project/projects (onscreen Digital evaluation of scanned answer scripts without cutting the spine) in India for online evaluation of at least 5,00,000 Answer books in a single session with evaluation centers in minimum 50 different locations or cities simultaneously for at least one UGC recognized Indian University/ Education Board in last 5 years.	Work order/s completion certificates from all University/Institution/ Board / Government Department	<ol style="list-style-type: none"> <li>1) One Exam Session : 5 Marks</li> <li>2) Two Exam Sessions : 7 Marks</li> <li>3) More than 2 Exam Sessions: 10 Marks</li> </ol>
6.	Detail presentation of the proposal by the vendor before KBCNMU authorities on date and time decided by KBCNMU after technical Bid Opening	Vendor to give Presentation on Software Solution with Book scanning and other features	Maximum 30 marks

Note: Self Certified copies of Supporting Documents/Information for technical evaluation are mandatory and should be mentioned in the covering letter with the page numbers of these documents indicated

**List of Clients**

<b>Sr. No.</b>	<b>Name and Address of Clients</b>	<b>Contact Number</b>	<b>work order/s &amp; Date from University /Institution/Board/Government Department</b>	<b>Exam conducted for Number of Students and Number of Answer Books</b>

Note : The above information should be submitted on letter head of the bidder.

Date : /04/2022

Name, Signature and  
Seal of the bidder

**Annexure-F**

E-tender for On-Screen Digital Evaluations System (OES)

FROM May,2022 to April 2027

**Bidder's Declaration**

Ref.No. : **KBCNMU/7-A/OES/864/2022**

I hereby certify that I have gone through all the information and terms and conditions stipulated in the tender document and hereby confirm to abide by the same. I also hereby certify that the rates quoted in financial/ commercial bid (BOQ) are not more than the rate charged to any other Institution/ Department / Organization.

Signature : -----

Name of signatory: -----

Name, Signature and  
Seal of the bidder