

CENTRAL UNIVERSITY OF RAJASTHAN

(A Central University by an Act of Parliament)

NH-8 Jaipur-Ajmer, Bandarsindri, Kishangarh-305817,

Dist. Ajmer



Hiring of Service Provider for Digital Evaluation of Examination Booklet

S. No.	Content	Page No.
1.	Notice inviting proposal	03-04
2.	Tender Notice	05
3.	Main Guidelines/ Points	06
4.	Terms and Conditions of the Tender Proposal	07-11
5.	Scope of Work	12-15
6.	Financial Bid- (Annexure 'B')	16
7.	Declaration regarding Blacklisting/Debarring for taking Part in Tender	17
8.	Check list for selection of criteria	18

CENTRAL UNIVERSITY OF RAJASTHAN

(A Central University by an Act of Parliament)
NH-8 Jaipur-Ajmer, Bandarsindri, Kishangarh-305817, Dist. Ajmer
(Notice Inviting Proposal)

Dated: 01-08-2022

Proposals for hiring of service provider for Digital Evaluation of Examination Booklets at Central University of Rajasthan original service provider firms or their authorized dealers.

1. Cost of Tender
Rs.1000/- (non-refundable) Tender fee will be NIL, if downloaded from the website.
2. Last Date of submitting proposal form 22-08-2022
3. Amount of E.M.D Rs.10,000/-

Demand Draft should be in favour of “Central University of Rajasthan” payable at Kishangarh. Mode of EMD and Tender form fee: Party should make separate D.D. for Tender form fee and EMD.

Important Note for the party:

Proposals should be sealed and signed and must enclosed the requisite EMD, tender fee (if applicable) along with the necessary documents/Authorization Certificates. The proposal(s) should be sent to:

Registrar
Central University of Rajasthan,
N.H.-8, Jaipur-Ajmer Highway,
Bandarsindri, Kishangarh, Distt. Ajmer,
Rajasthan Pin-Code- 305817

On the top of the sealed envelope of the proposal, please write “Proposal for Digital Evaluation of Examination Booklets”. Please note that the proposal document is subject to verification with the original document, and if any discrepancy is found, the proposals would be rejected. The proposal will be opened in presence of the bidders or their authorized representative, if any on 22-08-2022. The University reserves the right to reject any or all proposals, without assigning any reason thereof.

Registrar
CENTRAL UNIVERSITY OF RAJASTHAN
NH-8 Bandarsindri, Kishangarh
Distt. Ajmer

CENTRAL UNIVERSITY OF RAJASTHAN
NH-8 BandarSindri Distt. Ajmer 305817 (Rajasthan)

PROPOSAL FORM

1. Proposal form submitted for
2. Name and Address of the Bidder
-
-

3. Details of demand draft:

Category of payment	D.D. No.	Bank Name	Amount(Rs.)	Date
Tender Fee				
EMD				

4. We are accepting all the terms and conditions as mentioned in Tender documents and we have signed with our full satisfaction.
5. The quoted price duly signed and sealed is enclosed.
6. The work will be done **as per requirement**.
7. We are enclosing herewith the following documents as desired by you Copy of PAN, GST registration certificate, manufacturing license/ Authorized distributor/dealer certificate on the original letter head of manufacturer (as per the format given in tender document), addressed to tendering authority, without which the proposal will not be considered under any circumstances.

Date:.....

(Signature with Stamp of Bidder)

CENTRAL UNIVERSITY OF RAJASTHAN
NH-8 Jaipur-Ajmer, Bandarsindri, Kishangarh-305817, Dist. Ajmer

Tender Notice for hiring of Service Provider for Digital Evaluation of Examination Booklets Central University of Rajasthan.



Central University of Rajasthan
NH-8 Bandarsindri, Kishangarh, Distt-Ajmer-305817
Tel: 01463 - 238755 Website www.curaj.ac.in.

Ref.: CURAJ/Purchase/Tender/2022-23/139/1625 01-08-2022

TENDER NOTICE

Sealed quotations are invited from the service provider for Digital Evaluation of Examination Booklets at Central University of Rajasthan. Quotations completed in all respects along with technical and price bids should reach the office of the undersigned on or before 22-08-2022 up to 02.00 P.M. which will be opened on the same day at 3.00P.M. in the presence of available bidders or their authorized representative, if any. For further details, please visit our website www.curaj.ac.in and CPP Portal i.e. <http://eprocure.gov.in>

Registrar

राजस्थान केन्द्रीय विश्वविद्यालय में परीक्षा पुस्तिकाओं के डिजिटल मूल्यांकन हेतु सेवाओं के लिये निविदा सूचना



राजस्थानकेन्द्रीय विश्वविद्यालय
राष्ट्रीय राजमार्ग 8, किशनगढ़ जिलाअजमेर 305817
दूरभाष: 01463- 238755 वेबसाइटwww.curaj.ac.in

सी0यू0आर0ए0जे0 / क्र0य / टेण्डर / 2020-23 / 139 / 1625 01-08-2022

निविदा सूचना

विश्वविद्यालय में परीक्षा पुस्तिकाओं के डिजिटल मूल्यांकन हेतु सेवाओं के लिये निर्माताओं/अधिकृत विक्रेताओं/फर्मों से मुहर बंद निविदायें आमंत्रित की जाती हैं। इच्छुक निविदाकर्ता मुहर बंद लिफाफे में पूर्ण रूप से भरी हुई निविदा (तकनीकी और वित्तीय) अधोहस्ताक्षरकर्ता के कार्यालय में दिनांक **22.08.2022** को अपराह्न **02.00 बजे** तक भेज सकते हैं। प्राप्त निविदायें **उसी दिन अपराह्न 3.00 बजे** निविदाकर्ताओं की उपस्थिति में खोली जायेंगी, यदि हों। निविदा सूचना एवं विस्तृत जानकारी विश्वविद्यालय वेबसाइट www.curaj.ac.in एवं CPP Portal <https://eprocure.gov.in> पर उपलब्ध है।

कुलसचिव

CENTRAL UNIVERSITY OF RAJASTHAN
NH-8 Bandarsindri, Kishangarh, Distt. Ajmer 305817(Rajasthan)

**MAIN GUIDELINES/ POINTS WHICH ARE TO BE KEPT IN MIND WHILE
SUBMITTING THE PROPOSAL**

1. GST Registration certificate and declaration certificate of service provider should be enclosed along with the proposal.
2. All the terms and conditions are to be accepted by the firm and any counter conditions if any, will not be considered.
3. The vendor should have experience of three years in conduction the digital evaluation work.
4. The quotations of the firms which have either been blacklisted or stopped dealing with the Central University of Rajasthan will not be accepted. Certificate of non –blacklisting should be attached as per the enclosed format.
5. All EHS (Environment, Health, and Safety) should be adhered to and the vendor should take responsibility for proper safety measures.
6. The name of only one authorized dealer should be mentioned in the proposal offer/authorization letter. Proposal of the service provider who are authorizing more than one dealer/distributor liable to be rejected.
7. The successful party will be bound to execute the work at the approved rate for full period of contract.
8. The firm should submit the list of Govt. Organization/Institution with which they have rate contract for this type of work.
9. The contract will be valid for one year from the date of issue of work order. Contract can be extended for further two years on yearly basis based on mutual consent of both parties.
10. The earnest money Rs. 10,000 /- to be deposited with the proposal form through demand draft in the favour of Central University of Rajasthan payable at Kishangarh.
11. University reserves its right to accept or reject any bid without assigning any reason.
12. The offer should be valid for at least THREE months from the date of opening of the quotations.
13. Financial Bid/ Rates will be evaluated as per **Annexure ‘B’** only for those bidders, who are otherwise found technically eligible as per University evaluation criteria.
14. Contact persons for enquiry are Assistant Registrar (Purchase) on 01463-257515

I/we have read all guideline carefully as mentioned above and agree to abide by these conditions also.

Dated:.....

(Signature with name and Address stamp of Party)

Central University of Rajasthan
Terms and Conditions of the Tender

1) **Price /Taxes:**

Prices stated in this agreement are firm and shall remain firm until required deliveries have been completed unless otherwise expressly agreed to in writing by both parties. The Vendor agrees that any price reduction made with respect to Material covered by this order subsequent to placement will be applied to this order. All prices specified herein include all charges for, but not limited to, inspection and packaging. Prices set forth shall be inclusive of applicable sales, excise, GST or similar taxes, until and unless specified in the supply order.

2) **Acknowledgement and Acceptance of agreement:**

This agreement constitutes an offer from the university and is expressly limited to the Terms and Conditions contained herein. The Terms and Conditions of the agreement are those that apply to the purchase of materials, items, products, components or services (hereinafter referred to as "Material"). All exhibits, attachments, technical specifications, drawings, notes, instructions, or information referred in the agreement are incorporated herein by reference.

3) **The Vendor as an Independent Contractor:**

The Vendor shall perform the obligations of this order as an independent contractor and under no circumstances shall it be considered an agent or employee of the university. The terms and conditions of this order shall not, in any way, be construed as to create a partnership or any other kind of joint undertaking or venture between the parties hereto. The Vendor expressly waives any and all rights which may or may not exist to claim any relief under the university's comprehensive insurance policy, worker's compensation or unemployment benefits.

4) **Delivery:**

Delivery at Central University of Rajasthan, NH-8 Bandarsindri, Distt. Ajmer and within stipulated period mentioned in Purchase Order from the date of receipt of purchase order. If any material is not delivered by the date specified therein, the University reserves the right, without liability, to cancel the order for undelivered material not yet shipped or tendered, and to purchase the same from another vendor and to charge the defaulting Vendor for any loss incurred in this transaction. Any provisions thereof for delivery by installment shall not be construed as obligatory unless agreed upon by both the parties.

If the Vendor is unable to complete performance at the time specified for delivery, by reason of strikes, labor disputes, riot, war, fire or other causes beyond the Vendor's reasonable control, the University, at its option, may elect to take delivery of Material in its unfinished state and to pay such proportion of the contract price as it deemed reasonable.

5) **Reproduction of Documentation:**

The University shall have the right at no additional charge to use or incorporate all or portions of material found in the Vendor's literature and/or reproduce the Vendor's applicable literature such as operating and maintenance manuals, technical publications, prints, drawings, training manuals and other similar supporting documentation and sales literature. The Vendor agrees to advise the University of any Updated Information relative to the foregoing literature and documentation with timely written notice.

THE UNIVERSITY WILL NOT BEAR THE LOSS UNDER ANY CIRCUMSTANCES DUE TO DAMAGE/BREAKAGE OF ARTICLES IN THE TRANSIT.

6) Changes / Amendments:

The University shall have the right at any time, by written notice, in the form of an amendment order, to make any changes it deems necessary, including, but not limited to, changes in specifications, design, delivery, testing methods, packing or destination. If any such required changes cause an increase or decrease in the cost of or the time required for performance, an equitable adjustment shall be made in the contract price or delivery schedule, or both. Any claim by the Vendor for adjustment under this clause shall be deemed waived unless asserted in writing within ten (10) days from receipt by the Vendor of notice of change (amendment order). Price increase, extension of time for delivery and change in quantity shall not be binding on the University unless sufficiently justified by a vendor and accepted by the university in a form of amendment/ revised Order issued and signed by the University.

7) Terms of payment:

- i) 100% payment after completion of work and certification by the concerned Department/Section
- ii) Earnest Money Deposit credited along with proposal shall be converted into performance security deposit. The amount of security deposit shall be released after expiry of the contract.
- iii) The earnest money of unsuccessful parties shall be returned soon after final acceptance of proposal(s).
- iv) Payment to be made to the first party will subject to the deduction of taxes applicable at source at the rate in force from time to time.

8) Selection of the party:

For the purpose of selection of the party, following documents should be attached with the proposal.

- a. Authorization Certificate of dealership from the manufacturer firm/company.
- b. GST Registration Certificate of the firm & copy of PAN.
- c. Clientele list
- d. Experience Certificate
- e. Copy of Audited Balance Sheet to assess the capability of the firm.
- f. Performance Certificate from clients, if any.
- g. Separate D.D. for E.M.D. and Tender Fee (if applicable) Amount.
- h. The form of the "Terms and Conditions" should be duly filled and signed by authorized person.

While the above procedures lay down the overall guidelines, Central University of Rajasthan reserves the right to select the vendor based on other parameters at its discretion.

9) Delivery and Opening of Proposal:

The completed proposal should be delivered at the

Central University of Rajasthan,
NH-8, Bandarsindri, Kishangarh,
Distt. Ajmer-305817(Rajasthan)
on or before 22-08-2022 up to 2.00 P.M.
proposal will be opened on 22-08-2022at 3.00 P.M.

10) Liquidated damages for delayed supply:

If the supplier fails to deliver the task within the period specified in the supply order, the University may, at its discretion, allow an extension in time subject to recovery from the supplier as agreed liquidated damages, and not by way of penalty, a sum equal to the percentage of the value of order which the supplier has failed to supply for period of delay as stated below:-

(i) Delay up to one week	1%
(ii) Delay exceeding one week but not exceeding two weeks	2%
(iii) Delay exceeding two week but not exceeding one month	5%
(iv) Delay exceeding one month: 5% for each month & part thereof subject to maximum 10%	

11) Assignment / Sub contracting/sublet:

The Vendor shall not assign the order received, any rights under this agreement or to become due hereunder neither delegated nor subcontracted /sublet any obligations or work hereunder without the prior written consent of the University.

12) Cancellations:

The University may cancel agreement entered with vendor in whole or in part, for no cause, upon written, FAX, or telex notice to the Vendor, effective when sent, provided such notice is sent at least fourteen (14) days prior to the delivery date specified on the face of this order.

The University may cancel order in whole or in part at any time for cause by written, FAX, or e-mail notice to the Vendor, effective when sent, in the event that the Vendor:

- (a) fails to comply with any term or condition of this order including, but not limited to, delivery terms;or
- (b) appoints a receiver, liquidator or trustee in bankruptcy or other similar officer over any or all of its property or assets;or
- (c) files a voluntary petition in bankruptcy;or
- (d) has had filed against it an involuntary petition in bankruptcy whichremains in effect for thirty (30) days;or
- (e) voluntarily ceases trading;or
- (f) merges with or is acquired by a third party; or
- (g) assigns any of its rights or obligations under the Order to a third party without the university's advance written consent.

Upon the occasion of any one of the aforesaid and in addition to any remedies which the university may have in Law or in Equity, the university may also cancel this order or any outstanding deliveries hereunder by notifying the Vendor in

writing of such cancellation and the Vendor shall thereupon transfer title and deliver to the university such work in progress or completed material as may be requested by the university. The University shall have no liability to the Vendor beyond payment of any balance owing for Material purchased hereunder and delivered to and accepted by the university prior to the Vendor's receipt of the notice of termination, and for work in progress requested for delivery to the university.

13) Forfeiture of EMD:

- i. When party fails to commence the work as per the supply order within the time prescribed.
- ii. When party does not execute the agreement, if any prescribed within the specific time.

14) Compliance with Laws:

After acceptance of proposals, successful parties shall have to comply with the requirements of all the existing laws. The Vendor shall also have to comply with the Fair Labour Standards Act and the Occupational Safety and Health Act, and all other applicable law ordinances, regulations and codes in the Vendor's performance hereunder. The Vendor will have to indemnify and hold the University and its customers harmless from any loss or damage that may be sustained by the University, by reason of the Vendor's failure to comply with any laws, ordinance, regulations and codes.

15) Proposal received late: Incomplete tenders and tenders not in conformity with our prescribed specifications, terms and conditions will be rejected. Central University of Rajasthan will not be responsible for postal delay, non-receipt / non-delivery of Proposal documents or loss of documents in transit.

16) Patent Indemnity: The Vendor agrees to indemnify, hold harmless and defend the University, its employees, and students with respect to all claims, suits, action and proceeding of actual or alleged infringements of any Letter, Patent, Registered or Industrial Design, Trademark or Trade Name, Trade Secret, Copyright or other protected right in any country resulting from any sale, use or manufacture of any Material delivered hereunder and to pay and discharge all judgments, decrees, and awards rendered therein or by reason thereof and bear all expenses and legal fees (including the University's) associated herewith. The university reserves the right to be represented in any such action by its own counsel at its own expense.

17) Law of the Contract:

The agreement entered with vendor shall be governed by and interpreted in accordance with the laws in existence and the Jurisdiction of Ajmer.

18) All the articles supplied shall strictly confirm to the specifications, Trademark lay down in the proposal form and wherever articles have been required according to ISI specifications, those articles should confirm strictly to those specifications and should bear such marks.

19) Rate quoted by vendor should be valid during entire duration of rate contract.

- 20) As far as possible, proposals should be given for goods of India manufacturer. If foreign goods quoted and proposed to be supplied should be covered by normal input quota of the dealer. This University is eligible for concessional in payment of custom duty. Certificate of the same will be provided by the University if needed.
- 21) Conflict of Interest among Bidders/Agent: The bidder found to have a conflict of interest shall be disqualified. A bidder may be considered to have a conflict of interest with one or more parties in this bidding process, if:
- (a) they have controlling partner (s) in common; or
 - (b) they receive or have received any direct or indirect subsidy/financial stake from any of them; or
 - (c) they have the same legal representative/agent for purposes of this bid; or
 - (d) They have relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the bid of another bidder.
 - (e) One manufacturer can authorize only one agent/dealer. There can be only one bid from the following:
 - (f) The principal manufacturer directly or through one Indian agent on his behalf; and
 - (g) A Bidder or any of its affiliates participated as a consultant in the preparation of the design or technical specifications of the contract that is the subject of the Bid.

I/We have read all the enclosed **Terms and Conditions carefully** and ready to accept and according to that I/We are submitting herewith the tender.

Date:

(Signature of Party with seal and full address)

Scope of Work

1. Details of requirement

- 1.1. Central University of Rajasthan is looking for barcode system, digital Scanning and Onscreen evaluation of Answer sheets during the Evaluation process for the examinations.
- 1.2. ‘Concealed Digital Evaluation through Barcode Solution and Services (Onscreen Evaluation)’ is divided into Three Basic parts. They are as follows :
 - 1.2.1. Barcode, UID and related stationery
 - 1.2.2. Answer Book Scanning
 - 1.2.3. Evaluation by Examiners / Moderators
- 1.3. In this system, the Answer sheets (Answer sheet contains main answer booklet plus supplements attached if any) shall be firstly pest barcode and UID then scanned in secure premises of University or at Central Digital Assessment Centre allocated by University authority. Following this, the scanned answer sheets are assessed on computers / laptops by the appointed examiners at the center in the campus/place provided by University for evaluation. The digital answer sheets shall also be stored for the period of 3 years. The evaluated scores for all the answer sheets will also be stored for the period of 3 years.
- 1.4. As it’s an implementation depending upon the experience gained, University shall take a call on whether to further expand the usage of this solution.
- 1.5. As a part of implementation, to save on the capital expenditure, University is ready for an option of application services hosted on an on premise location.
- 1.6. Through this solution, the issues related to secure transport of answer sheets, replacement of answer sheets, delay in assessments etc. are expected to get reduced. Further, the time for reevaluation is to be greatly reduced as answer sheets are available online and can be reassessed immediately by the respective examiners. This shall also facilitate providing copies of answer sheets to students online rather than tracing the physical answer sheet and then photocopying it.

2. High Level Functional Requirements

- 2.1. Following functional requirement defines a function of a desired hardware and software system or its component. A functional requirement explains the business processing and other functionality that define what a system is supposed to accomplish.

2.2. Barcode System

2.2.1 Bar-code stickers to be printed from database files supplied by the University. The encrypted bar-code should contain the information about candidate’s seat no., sticker no., subject name & code or any additional information as suggested by the University on right hand side of the sticker with same information in readable form on left hand side of the sticker with minimum one inch gap between the two.

2.2.2 The barcode sticker should be printed & packed along with Invigilator Report, date-wise, session-wise, subject-wise or as required by the University.

2.2.3 in addition to above bar code stickers Emergency bar code stickers to be printed with left hand side having only sticker no. and other information with blank space. & the right hand side with bar code. The emergency stickers are to be printed in quantity of about 2 % of the quantity of bar code (or as required by the University) stickers.

2.2.4 UID bar-codes are to be printed with bar-code and readable information of Course code, subject, lot no. & serial no. and readable no. on right hand side & only readable number on left hand side.

2.2.5 This printing is to be done on the basis of data supplied by the University with additional UID's for the emergency usage.

2.2.6 The Agency has to verify the data with regard to the Absent candidates, Emergency stickers used from the information in Invigilators Report and accordingly make necessary amendments in the respective data, and generate mismatch or discrepancy report.

2.3. Scanning & Pre Scanning Processes

2.3.1. Solution should support, Masking of student identity by using Bar-coding on answer books used by University to each answer book.

2.3.2. Solution should be capable to integrate with existing mechanism adopted by University. Necessary input data will be provided by UNIVERSITY for barcode system.

2.3.3. Solution should also support masking of marks through software, allocated during the re-evaluation.

2.3.4. Solution should support Digitization of the answer book by scanning the complete answer book; including blank papers and supplements.

2.3.5. Solution should support scanning without cutting or de-threading of Answer sheets.

2.3.6. Solution should have functionality for Scanning Quality check of scanned Answer Books.

2.3.7. All Necessary Hardware infrastructure and Applications for Scanning of Answer sheets should be provided by Vendor. This also includes additional hardware required by teachers for evaluation such as pen tablets (digital writing pads) with each machine.

2.3.8. Data can be hosted locally at the UNIVERSITY server.

2.4. Security measures during the evaluation process

2.4.1. Solution should have User Management functionality for evaluators with authentication; integration with Directory services is preferred.

2.4.2. Solution should have the functionality to integrate a Digital signature on the answer book evaluated by the evaluator.

2.4.3 Solution should have the facility to get all logs, based upon IP, username, PC details, time and other related attributes.

2.4.4. Solution should have a mechanism in place to secure all the answer sheets, evaluation marks and any other related information and files.

2.4.5 Solution provider agency will also ensure the physical security of the hard-copy answer scripts for the course of digitization of the answer script or as agreed by the University's examination section.

2.4.6 The service provider should maintain and provide the primary digitized copy of the all answer sheet and maintain CD/DVD on a regular basis.

2.5. Evaluation Process:

Examiners and moderators are involved in order to complete the activity of the answer sheet evaluation process. Thus, the evaluation process can be divided as follows:

- 2.5.1. Solution should have functionality for evaluator attendance management.
- 2.5.2. Solution should support users of all Paper Evaluators and Moderators appointed as per regular procedure laid down by the University system.
- 2.5.3. Solution should have functionality for a subject profile with all possible attributes for managing the subject's information.
- 2.5.4. Answer papers will be allocated to the evaluators randomly. Provision will be there to cancel or reallocation of the answer paper to the same evaluator or to other.
- 2.5.5. After each slot of papers is evaluated the bundle is ready for moderation as per University guidelines. The moderator can view the evaluated paper scores in a tabular format.
- 2.5.6. Solution should have the facility for centralized or distributed evaluation. Evaluator while evaluating the answer sheet will enter the "marks awarded" for each question. There will also be an option (not mandatory) of annotating the answer-sheet.
- 2.5.7. Solution should have functionality for Answer scripts allocation to the evaluators/Moderators along with answer keys.
- 2.5.8. The administrator of the evaluation activity (University Exam section) should be able to see and monitor the entire activity associated with the answer sheet evaluation. The solution provider agency should provide a dashboard for this purpose.
- 2.5.9. Solution should have functionality, allocating specific subjects to specific examiners as per the directives of the Examination authority.
- 2.5.10. Solution should have functionality for multiple evaluation of the same script by different evaluators.
- 2.5.11. Randomization of scripts: Solution should have a feature allowing the answer script not to be evaluated twice by the same evaluator in any of the processes.
- 2.5.12. Solution should have provision for rotation, zooming of answer copies during digital evaluation. However, the service provider should provide the document in aligned form.
- 2.5.13. Editing/Correction Facility: The solution should provide a feature to edit or modify the evaluation. If the examiner has added the wrong annotation/awarded incorrect marks then it should be possible to edit/modify.
- 2.5.14. Solution should have auto totaling of marks functionality.

2.6. Result Processing

Solution should have the functionality by which, post evaluation final scores are getting tabulated automatically and are provided as digital output to the existing examination system for result processing in the format required by the examination section.

2.7. Revaluation Process:

- 2.7.1. Retrieval of requested scanned answer scripts from archival without annotation and marks
- 2.7.2. Assign these scripts to evaluator for re-evaluation
- 2.7.3. All steps of Evaluation (2.4) and result processing (2.5) are applicable here as narrated above

2.8. Governance – following points are expected to be supported by the solution

- 2.8.1. Analysis: Real time, item level data to support quality analysis of answer books and evaluators performance.

2.8.2. Dashboard: real time monitoring of evaluation process progress and quality parameters.

2.9. Archival and Retrieval

2.9.1. Archival: Solution should have functionality for archival of digitally evaluated answer copies.

2.9.2. Retrieval: Solution should have the provision for the functionality to deliver evaluated answer copies to the students through their University email IDs in the form of PDF file after getting concurrence from the Examination section of the university.

2.9.3. Solution should have the feature allowing the specific answer scripts to be extracted and to be made available for evaluation to the evaluators.

2.9.4. Solution should have the facility to archive the scanned and evaluated answer sheets at least for the period of 3 years.

2.10. Reports expected by the solution

2.10.1. Evaluator, subject, course, school, department specific reports for examination section to monitor/identify issues.

2.10.2. Providing marks record school wise, department wise, course wise, subject wise.

2.10.3. Facility to generate all statutory reports with print out.

2.11. High Level Non-Functional Requirements

2.11.1. Disaster recovery – For on premise solution the solution framework should support the integration with DR site.

2.11.2. Legal - The Selected Vendor shall be held responsible if any discrepancy found in the marks awarded by the evaluator to the answer book and output data provided for further processing.

2.11.3. Application should demonstrate the capacity to maintain Confidentiality, Integrity and Availability of the data. Application should also demonstrate the detailed Audit trail facility for important transactions.

3. Volume and evaluation / revaluation processes

The process shall be executed for Evaluation, photocopy and Revaluation process for answer sheets of EOSE Semester Examination. Approximate copies will be around 15000-20000 in each EoSE.

Financial bid to be filled by bidder

<u>S.No</u>	Particular	Rate per Booklet*
1.	Digital Evaluation of Examination Booklet as per scope of work	
2.	Taxes if any	

***NOTE: Rate quoted should be FOR Central University of Rajasthan, Bandarsindri, Kishangarh, Ajmer.**

DECLARATION REGARDING BLACKLISTING / DEBARRING FOR TAKING PART IN TENDER.

(To be executed & Attested by Public Notary / Executive Magistrate on Rs.100/- 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 in the past by Union / State Government or organization from taking part in Government tenders in India.

Or

I / We _____ Manufacture / Partner(s)/ Authorized Distributor / agent of M/s. _____ hereby declare that the Firm / company namely M/s. _____ was blacklisted or debarred by Union / State Government or any Organization from taking part in Government tenders for a period of _____ years w.e.f. _____ to _____. The period is over on _____ and now the firm/company is entitled to take part in Government tenders.

In case the above information found false I / we are fully aware that the tender / contract will be rejected / cancelled by the Central University of Rajasthan, and EMD / SD shall be forfeited.

In addition to the above, Central University of Rajasthan, will not be responsible to pay the bills for any completed / partially completed work.

Name _____

Address _____

Attested:

(Public Notary / Executive Magistrate)

Check list for selection of criteria

To be filled by the bidder and submitted along with the proposal

S. No.	Technical Information	Page No.	Remarks
1)	Registration Certificate of the firm under shop act/any other act of Govt. of India/Rajasthan		
2)	Authorization Certificate of dealership from the manufacturer firm/company		
3)	GST Registration Certificate & Copy of PAN.		
4)	Clientele list		
5)	Experience certificate		
6)	Copy of Audited Balance Sheet to assess the capability of the firm for the last three financial years.		
7)	Income Tax Returns for the last three financial years.		
8)	Performance Certificates from clients, if any		
9)	DD for EMD amount.		
10)	The form of the “Terms and Conditions” should be duly filled and signed by authorized person.		
11)	Certificate stating that rate quoted are minimum and not supplied to any other institution/organization below the quoted rate.		
12)	Certificate of non-Blacklisting.		