



**NOTICE INVITING TENDER FOR HIRING SERVICES FOR CONDUCTING
COMPUTER BASED/ONLINE ENTRANCE EXAMINATIONS**

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ABOUT THE VISHWAVIDYALAYA: Doctor Harisingh Gour Vishwavidyalaya, Sagar (A Central University), formerly University of Saugar, was established on 18th July 1946 by Dr Sir Hari Singh Gour (founder VC) by his lifetime saving. The Vishwavidyalaya is situated 5 Kms east of Sagar city and its campus covers an area of 1312.89 acres over Pathariya Hills connected to the Vindhya Range, surrounded by lush green forest (about 100 acres) within its campus and has effectively contributed to the maintenance and preservation of ecosystem and its biodiversity. It is one of the finest picturesque campuses in India. The NAAC appointed by UGC has awarded 'A' Grade re-accreditation to this University. This University is declared as a Central University w.e.f. 15th Jan 2009. The Vishwavidyalaya is developing in a congenial peaceful disciplined and enthusiastic atmosphere.

Brief of Tender

Tender for work of	Hiring of Services for conducting Computer Based Exam/Online Entrance Examinations
Date of availability of Tender document in the Vishwavidyalaya website	20.01.2020 from 18:00 hours
Pre-Bid Meeting	24.01.2020 11:30 hours onwards
Submission of Bid Start Date	25.01.2020 16:00 hours
Submission of Bid End Date	17.02.2020 18:00 hours
Date and Venue of Opening of Technical Bid	19.02.2020 at 11:00 hours Dr. Harisingh Gur Vishwavidyalaya Sagar M.P.
Tender Document Cost	NIL
EMD	Rs 2,75,000/- by way of DD/Bank Guarantee/NEFT/RTGS Account No. 10186725260 , IFSC Code SBIN 0001143 in favor of "Registrar Dr Harisingh Gour Vishwavidyalaya, Sagar, MP, 470003
Last Date of Submission of original EMD	18.02.2020 up to 18:00 hours
Address for submission of original EMD	Registrar Dr Harisingh Gour Vishwavidyalaya, Sagar, MP, 470003
Date of opening of Financial bids	To be announced later

On behalf of the Dr Harisingh Gour Vishwavidyalaya, Sagar, (M.P.), **Online tenders** are invited under Two Cover System from reputed and well established IT Firms for conducting Online Entrance Examinations for the Vishwavidyalaya. Tender document may be downloaded from website of the Vishwavidyalaya (www.dhsgsu.ac.in) and CPP Portal.

Registrar

Dr Harisingh Gour Vishwavidyalaya, Sagar, MP

DEFINITIONS

- 1) The Vishwavidyalaya means the Dr Harisingh Gour Vishwavidyalaya, Sagar, MP, 470003
- 2) Vice Chancellor, means the Vice Chancellor of Dr Harisingh Gour Vishwavidyalaya, Sagar, MP, 470003
- 3) Registrar, means the Registrar of Dr Harisingh Gour Vishwavidyalaya, Sagar, MP, 470003
- 4) Tenderer means the bidder participating in the Tender.
- 5) Contractor means the successful bidder/Tenderer, who has been awarded the contract.
- 6) EMD means Earnest Money Deposit.
- 7) CPPP means Central Public Procurement Portal.
- 8) SD means Security Deposit.
- 9) TDS means Tax deduction at Source.
- 10) GST means Goods and Services Tax.
- 11) Client/customer means external clients and not internal group or sister/parent concerns.

I. Scope of Work:

Scope of work is mentioned in **Annexure-1**.

II. Technical Eligibility

For a tenderer to qualify in the technical bid following eligibilities are required:

- 1) The bidder should be a Company/Firm/Registered Society and working in India. The Registered Agency should be operating in India for a minimum of 10 years as on date of floating of the Tender, with an objective of offering IT Solutions and Services. Certificate of Incorporation/Registration to be submitted along with MoA/By laws etc.
- 2) Tenderer should have conducted at least three (03) end-to-end CBT mode entrance examination for a single client for minimum 20,000 candidates per implementation (for these implementations, vendor should have done Question Bank Development, receiving of Online Applications, receiving of Online Payment, etc.) for Government/Public Sector Undertaking/Government Educational Institutes/Centrally Funded Institutions/Central or State Universities. Experience/Performance Certificate should be attached along with **Annexure 8**. Work Orders/Agreements shall not be taken into account.
- 3) The Vendor should have at least 05 years of experience in holding entrance examinations for Government Institutions through CBT mode. Performance certificates, at least one copy for each of five years to be submitted in **Annexure- 7**.

- 4) An Undertaking that the tenderer has not been blacklisted/debarred by any Govt. organization, in prescribed format given in **Annexure- 2**.
- 5) The Tenderer should have valid PAN and GST Registration Number.
- 6) The **Bidder must own the complete source code of the software**, which can be customized as per the requirements of the Vishwavidyalaya. Undertaking to be submitted in prescribed format given in **Annexure - 2**.
- 7) The Bidder is capable of providing examination centers of capacity as per need of the Vishwavidyalaya at Sagar, MP and other high density Centers in MP. Undertaking to be submitted in prescribed format given in **Annexure - 2**.
- 8) The workers employed by the contractor should not have any criminal background; an Undertaking to this effect must be attached with the Tender by the Tenderer in prescribed format given in **Annexure -2**.
- 9) The Bidder should have own Data Center or Partner Data Centre. Cert-In Certificate for the Data Centre should be attached.
- 10)The bidder should have **certification of "CMMI Level 3 or above" in software development and services both**. Copy of valid CMMI level 3 or above Certificate in software development and services as on last date of submission of bid to be submitted.
- 11)Vendor should have **ISO/IEC 27001 certification for at least last 5 years**. All certificates including Valid certificate to be submitted.
- 12) Authorization letter/ Power of Attorney for signing of Bid Documents.
- 13) The Bidder should submit No Near Relative Certificate/ Declaration as given in **Annexure 9**.
- 14)The Tenderer shall deposit EMD by way of Demand Draft/Term Deposit/Bank Guarantee, drawn in favour of **the Registrar, Dr Harisingh Gour Vishwavidyalaya, Sagar**, MP payable at Sagar. Bank guarantee should remain valid for at least 60 days beyond final bid validity period. Firms eligible for waiver from submission of EMD as per Government of India rules should submit relevant registration documents for claiming exemption. EMD will not carry any interest and the same will be refunded to unsuccessful tenderers within 30 days from the date of finalization of the Tender. Any **tender without EMD will be summarily rejected**.

III. Submission of Tender

Bids shall be submitted online only at CPPP website: <http://eprocure.gov.in/eprocure/app>. Tenderers are advised to follow the instructions “Instructions to Bidders for Online Bid Submission” provided in Annexure - 5 for online submission of bids.

Tenders will be submitted in TWO PARTS i.e. (a) Technical Bid and (b) Financial Bid through **Online mode only**.

- 1) Original EMD should be sent to the Vishwavidyalaya by the date as mentioned in the tender document. EMD should be sealed in an envelope duly super scribed as EMD along with Tender No. as mentioned below:

TENDER FOR CONDUCTING ONLINE ENTRANCE EXAMINATIONS

EMD

TENDER NO.

Dated:

To

**The Coordinator (Admission Cell)
Dr Harisingh Gour Vishwavidyalaya
(A Central University)
Sagar, MP, 470003**

**From:-
M/s.....
Phone No.:
Email Id.:**

2) Technical Bid

Technical bid shall be submitted through Online mode only. Following documents should be submitted in pdf format:

- a) Signed and scanned copy of Certificate of Incorporation/Registration to be submitted along with MoA/By laws.
- b) Signed and scanned copy Experience/Performance Certificates for **conducting three online entrance exams/ Computer Based tests** for Government/Public Sector

Undertaking/Government Educational Institutes/Centrally Funded Institutions/Central Or State Universities for 20,000 or more candidates for a single client. (**Annexure -8**)

- c) Signed and scanned copy of Undertaking **Annexure-2** that the Tenderer has not been blacklisted & None of his workers has been convicted by court of law; owns the complete source code of the software, capable of providing examination centers, None of the workers has criminal record.
- d) Scanned copy of ISO/IEC 27001 certification for at least last 5 years. All certificates including Valid certificate to be submitted.
- e) Signed and scanned copy of PAN of bidder.
- f) Signed and scanned copy of GST Registration of bidder.
- g) Signed and scanned copy of EMD or Exemption/Relaxation Form (**Annexure – 6**) along with requisite documents, if exemption/relaxation claimed, if required.
- h) Valid **CMMI level 3 or above Certificate** in Software Development & Services.
- i) Signed and Scanned copy of No Near Relative Certificate/Declaration (**Annexure 9**).
- j) Authorization letter/Power of Attorney for signing of Bid Documents.
- k) Experience/Performance certificates, at least one copy for each of 05 years to be submitted in **Annexure- 7**
- l) **Cert-In Certificate for Own Data Centre or Partner Data Centre.**
- m) All other marking criteria documents, which are not part of technical eligibility criteria.

Bidders registered as MSEs will be allowed exemption in EMD, as per Rule 170 of GFR 2017 and relaxation in respect of prior turnover and prior experience up 50% shall be granted to bidders registered as Startups, as per Rule 173(1) of GFR 2017. Exemption and/or relaxation can be claimed by submitting copy of certificate/license/any other document as per the rules/norms.

Note: Bidders are advised to submit documents keeping in mind technical eligibility and marking criteria.

3) Financial Bid

- a) **Financial Bid stating the rates in prescribed format through Online mode only.**
- b) Financial bids of only shortlisted bidders will be opened. Short listing will be done on the basis of technical bids as per technical criteria mentioned in the tender document.

c) Quoted price should include all costs including all taxes. It should also include cost of any auxiliary equipment or accessory required, manpower, transportation etc.

d) Price should be quoted in Indian currency only.

e) The **quoted** price must be valid for a minimum period of **60 days** which shall be reckoned from the date of opening for price bid.

IV. Technical Evaluation& Marking Criteria

Minimum Eligibility Marks: 60 Marks

S. No.	Criteria	Response of The Bidder	Marks	Documents to be Attached
A	The Bidder should be a company registered under Companies Act, since the last 10 years		Public Limited: 5 Marks Private Limited: 3 Marks Proprietorship: 2 Marks Otherwise: 0 Marks	Please provide copy of Incorporation certificate, Memorandum of Association and Articles of Association
B	The Bidder should have its own Data Center or Data Center with a partner which should be Cert-In certified		Own Data center= 15Marks Partner Data Center = 5 Marks Otherwise: 0 Marks	Cert-In certificate for the Data Centre to be submitted
C	The Bidder should be the owner of the Application for conducting online examinations and own the complete Source code		Owner of Source Code = 10 Marks Otherwise: 0 Marks	Declaration on Letterhead to be Attached in Annexure - 2
D	The Bidder should have experience of having successfully conducted at least two online Entrance examination in India, with a minimum of 25,000 candidates per exam in a single session for Govt./PSU within the last three years, with exam conducted in 20 or more cities	Clients Reference 1. 2.	2 proofs of 50,000 candidates per exam in 20 cities (10 Marks) 2 proofs of 25,000 to 50,000 candidates per exam in 20 cities (5 Marks) Otherwise: 0 Marks	Client certificate to be attached in Annexure 8
E	Should compulsorily have globally accepted software certification - CMMI Level 3 or above certification in Software Development and CMMI Level 3 or above in Services		CMMI 5 in Software Development (5 Marks) CMMI 5 in Services (5 Marks) CMMI3 in Software Development (3 Marks) CMMI 3 in Services (3 Marks) Otherwise: 0 Marks	Certification proof to be submitted

F	ISO27001 ISO9001 ISO20000		ISO27001: 5 ISO9001: 3 ISO20000: 2 Otherwise: 0 Marks	Valid Certification proofs to be submitted
G	Performance Certificate of Preparation of Question Banks (Per Client Per year)		5 Performance Certificates : 15 Marks 3 Performance Certificates : 10 Marks Otherwise: 0 Marks	Client Certificate to be attached in Annexure 8
H	Turnover of the Bidder through Online/Computer Based Exams for FY 2016-17, FY 2017-18 and FY 2018-19 on average basis		More than 50 crores: 10 Marks 25 crores to 50 crores : 5 Marks 5 crores to 25 crores: 3 Marks Otherwise: 0 Marks	CA certified Turnover document to be attached in Annexure 10
I	Presentation		Maximum Marks 15 Otherwise: 0 Marks	

Note:

- 1) Marking will be done only those bidders, who will meet technical eligibility criteria.
- 2) Bidders are advised to submit documents for marking in technical bid.
- 3) Bidders will not be given additional time for submission of documents for technical evaluation and marking criteria.
- 4) Documents submitted for technical evaluation and marking criteria will also be considered for technical eligibility.

V. Financial Evaluation & Marking Criteria

- 1) Evaluation shall be done on aggregate rates.
- 2) Marking shall be done as per rules or formula of CPPP.
- 3) Maximum marks which can be awarded are 30.

VI. Evaluation & Selection Criteria

- 1) The final selection of the Bidder will be based on Quality and Cost Based Selection (QCBS) procedure. There will be 70% weightage for Technical Evaluation and 30% for Financial Evaluation.
- 2) L1 Bidder will be decided on aggregate marks obtained by bidders in technical evaluation as well as financial evaluation.
- 3) Total Marks of the Bidder= Marks of the Bidder in Technical Evaluation + Marks of the Bidder in Financial Evaluation.
- 4) Maximum marks which can be awarded are 100.

VII. Important Instructions

- 1) Only successful vendor's EMD will be retained as a part of security deposit and is refundable after termination of the contract/ receipt of security deposit, without any interest, after deducting dues if any.
- 2) If the contractor fails to carry out the jobs as per the terms and conditions agreed upon, EMD/Security Deposit will be liable for forfeiture in additions to penalty.
- 3) Sub-letting/sub-contracting the work is not permissible under any circumstances.

VIII. Terms of Payment

- 1) Contractor will submit bill(s) to the Vishwavidyalaya, which will be paid on getting successful and satisfactory Performance Report from the Committee constituted for the Entrance Examination.
- 2) Payment shall be made as per below mentioned schedule:

S.No.	Particulars	Amount to be paid
1	Signing of Agreement, Submission of Security Deposit, Receipt of Online Applications, Registration of Candidates, Customization of Code, Issuance of Hall tickets	25%
2	Conduct of Examination and Submission of Result, Preparation of Merit list category wise	25%
3	Counseling and Admission, all other works as per agreement	50%

- 3) Payment shall be made through online banking (PFMS) in the account of the Firm. No payment shall be made through cash or cheque.
- 4) TDS of statutory dues as per rules in force shall be made.
- 5) Payment shall be made for actual work successfully completed by the contractor.

IX. Contract Period

- 1) The Contract shall remain valid for a period of one year and which may be extended for two more years, one year at a time, on mutual consent.
- 2) The work of customization should be completed within **30 days** of award of work i.e. the contractor will be ready to conduct Online Entrance Examination/ Computer Based Test.

X. General Instructions

- 1) The offer should be valid for a period of at least 60 days beyond the date of the tender opening.
- 2) The Tenderer should be prepared to come to the Vishwavidyalaya to take part in discussions, if required at a short notice.
- 3) The Contractor shall fulfill all statutory requirements pertaining to minimum wages and other statutory benefits like EPF, ESI, Minimum Wages Act etc., and proper account of payments including minimum wages being made to the workers of the agency. The contractor shall be solely responsible for any failure to fulfill the statutory obligations and shall indemnify the Vishwavidyalaya against all such liabilities, which are likely to arise out of the agency's failure to fulfill such statutory obligations.
- 4) In case of any conflicting and/or conditional terms submitted by the Tenderer, the respective tender shall be summarily rejected.
- 5) All the documentation in the tender should be in English/Hindi only.
- 6) Successful contractor shall execute an Agreement on a prescribed format. It includes Non-Disclosure Agreement.
- 7) Clarification on any clause of bid document may be sought through email on email id.: **admissiondhsgsu@gmail.com**.
- 8) Tenderers/Bidders are advised to visit website of the Vishwavidyalaya and CPP Portal regularly as any amendment, corrigendum, addendum will only be published on website of the Vishwavidyalaya and CPP Portal.
- 9) The Tenderers/Bidders must ensure that their Firm/Proprietor Name, which they submitted online are exactly same as given in supporting documents (Firm Registration Form, GST Registration Certificate, PAN Card & other mandatory documents attached as per requirement of this Tender).
- 10) There can be some addition/modifications to conditions, qualitative requirements in Technical Bid, Contract at subsequent stage, based on the presentations, discussion between the Vishwavidyalaya and successful Bidder, to refine and customize the process of online (Computer Based Test), for smooth conduct of online entrance exam.

XI. Other Terms & Conditions

1) Disputes:

- a. In case of any disputes, the decision of the Vice Chancellor of the Vishwavidyalaya shall be final and binding on the Bidders.

b. Arbitration

The Contract is based on mutual trust and confidence. Both the parties agree to carry out the assignment in good faith. If any dispute or difference of any kind, whatsoever (the decision whereof is not herein otherwise provided for) shall arise between the Vishwavidyalaya and the Bidder/Contractor in connection with or arising out of the Contract, whether during the contract period or completion and whether before or after the termination, abandonment or breach of the contract, shall be referred to and settled by sole arbitrator appointed by the Vice Chancellor, Dr Harisingh Gour Vishwavidyalaya Sagar, MP, who shall give written award of his decision to both the parties.

c. All legal disputes shall be subjected to jurisdiction of District Court Sagar/High Court of Madhya Pradesh at Jabalpur only.

2) **Indemnity:** The Vishwavidyalaya shall be indemnified for all losses due to commissions and omissions of any person deployed by the contractor. There shall not be any loss or damage caused to the Vishwavidyalaya (people and/or property) on account of any negligence, carelessness, acts of omissions/commissions of contractors, his employees or staff and the same shall be compensated/ repaired by the contractor. It shall be made very clear that the employees/ staff engaged by the contractor shall not be treated or considered as employees of the Vishwavidyalaya under any circumstances. The contractor shall defend, indemnify and hold the Vishwavidyalaya harmless from any liability or damage, law suits, penalties imposed by any State and Central Government Department or statutory body or by a third party for reasons of violation of any of their statutory provisions or requirements. The Vishwavidyalaya shall not be liable for any damage or compensation payable to any worker or to any person as a consequence of his work and the Vishwavidyalaya shall be completely indemnified accordingly.

3) **Security Deposit:** The contractor shall provide Security Deposit of **10% of contract value** in the form of Demand Draft (DD) or Performance Bank Guarantee (PBG) or Term Deposit from any nationalized bank in favour of the Registrar, Dr Harisingh Gour Vishwavidyalaya, Sagar payable at Sagar before the commencement of the contract.

If the contractor fails to carry out the entrusted job contract services and related miscellaneous works within the stipulated time and as per the scope of work and job specification, Vishwavidyalaya reserves the right to impose penalty as specified in the Penalty Clause and has the right to get the work done through someone else.

The security deposit furnished by the contractor will not carry any interest and will be refunded:

- i. On completion of job contract service entrusted to the contractor satisfactorily. If the work is not satisfactory security deposit is liable for forfeiture.
- ii. The security deposit made by the contractor will be released on completion/ termination of contract after deducting dues/ penalty, if any.

4) **Vice Chancellor of the Vishwavidyalaya reserves the right to cancel the tender at any stage without assigning any reason thereof and without taking liability** of any financial expenses incurred by tenderers/ prospective tenderers.

XII. Termination of Contract

- 1) The Vishwavidyalaya reserves the right to terminate the contract on 01 (One) month notice, if the performance is not satisfactory.
- 2) If at any time it is found that the Tender was awarded based on any false/misleading information furnished by the tenderer, the Vishwavidyalaya reserves the right to terminate the contract immediately and forfeit security deposit.

XIII. Penalty Clause

- 1) Work not done satisfactorily would be recorded. Reasons would also be recorded and appropriate penalty may be imposed.
- 2) If a written complaint is received verified by the Committee on misconduct, unsatisfactory performance etc. The cost of execution of the work at the risk as well as the penalty shall be recovered from the contractor. Recoveries may be made from the Security Deposit, which has to be made good within 15 days of the short fall.
- 3) Contractor may be blacklisted or debarred in case of non-compliance of confidentiality, security clause or inability to complete the work or any other fault found at any stage of contract.

XIV. Security Instructions

- 1) The Contractor must ensure security of Data and the contractor will only be responsible for the same.
- 2) Highest level of confidentiality should be maintained and no information should be passed on to any third party or official of the Vishwavidyalaya other than the Registrar.
- 3) All kinds of security relating to the work is sole responsibility of the Contractor.
- 4) Contractor should sign Non-Discloser Agreement with all employees engaged in the work.
- 5) It should also be ensured that employees engaged in the work shall submit No Near Relative Certificate as per Annexure-9.
- 6) Multiple backup systems should be available for the software code and database so that in case of any adverse situation system should not collapse.

ANNEXURE-1

SCOPE OF WORK

The Vishwavidyalaya intends to implement a system of Online Entrance Examination/ Computer Based Test for Admission in the Vishwavidyalaya.

The Online Entrance Exam/CBT is to be conducted in three days. The number of applications for this Test is expected to vary between 30,000 to 40,000 candidates. Entrance Test to be conducted for admission to about 100 Under Graduate/Post Graduate/Research programmes, with separate question papers for each of the 100 programmes. The Entrance Test is required to be held in the cities/towns as mentioned in **Annexure-11**. The history of count of candidates is provided in **Annexure-12**.

Following activities will be carried out by the Vishwavidyalaya:

- 1) Advertisement regarding the schedule of the Entrance Examination for all the programmes to be offered by the University would be carried by the Vishwavidyalaya.
- 2) The Vishwavidyalaya will provide syllabus for Admission test.
- 3) Question Paper down loading at various Test centers shall be done in the presence of observer appointed by the Vishwavidyalaya .
- 4) Vishwavidyalaya will appoint Observers of each of examinations.

Following Activities to be Carried Out by The Testing Agency:

- 1) Agency to develop the complete Application Registration portal with payment gateway option for online fee collection. Customization of software as per need of the Vishwavidyalaya for Online Examination/ Computer Based Test.
- 2) The copy of the advertisement will also be uploaded on the Registration portal.
- 3) The Application Registration portal will be linked with the Vishwavidyalaya website.
- 4) To prepare and provide Standard Operating Procedure (SOP) for all processes.
- 5) The Information Brochure of the Vishwavidyalaya will contain the following information:
 - ❖ URL (portal) details for applying towards Admission and the Entrance Examination
 - ❖ Dates for Registration and Examination
 - ❖ Eligibility Criteria for appearing for exam
 - ❖ Fees and mode of payment
 - ❖ List containing Exam Centers

- 6) Application Form for UG/PG/ Ph.D., other programmes etc to be designed, developed and

hosted as per the requirements of the Vishwavidyalaya with provision to upload candidate's photo, signature, copy of Community/Disability Certificate

- 7) On submission of Application after payment the candidate shall take a copy of his/her application submitted. Each Application shall be assigned a unique Application Number.
- 8) Provision to view/download the application of any candidate by the Vishwavidyalaya.
- 9) Application system to be capable of automated Scrutiny of the applications and ensure that application is complete
- 10) Provision to give daily reports on application registration
- 11) Provision of Mock Test to familiarize the candidates with computer based testing
- 12) Help Desk support to the candidates to be provided as per the requirements of the Vishwavidyalaya.
- 13) Hall Ticket carrying necessary information for appearance in the Entrance Test to be made available and printable by the Candidate
- 14) Intimation to candidates about the online exam through auto generated e-mail/SMS.
- 15) Preparation of Question Banks. Question bank should be bilingual i.e. Hindi and English
- 16) Delivery and administration of the computer based examination in a secured environment using encrypted Question papers at various test centers about 24 cities/towns in India.
- 17) Multiple choice based objective type question papers to be administered in computer based testing environment
- 18) Examinations shall be conducted on any day of week, which shall be decided with mutual consent.
- 19) Conduct of Computer based single slot examination of 120 Minutes duration for each programme, with provision to give additional time to Differently abled candidates as per Government of India instructions.
- 20) Provision of Test Centers with sufficient capacity and facilities in each city/town so as to conduct the computer based test in three days
- 21) Deciding specific venues within each location/ city depending upon the Breakup of candidates
- 22) Providing complete Infrastructure including hardware and software
- 23) Ensuring foolproof data security and data transfer
- 24) Ensuring adequate power backup
- 25) Providing adequate Technical invigilators and supervisors and other staff as per the requirements of the Vishwavidyalaya.
- 26) For each Examination Centre with capacity of 100 or less should have minimum human resource as follows:
 - Examination Centre Administrator: 1(Regular Employee of Contractor)
 - IT Manager: 1(Regular Employee of Contractor)
 - Invigilators: 1 per 25 candidates, minimum 2 per room

- Support staff: Minimum 1 per 100 candidates, as per demand
- Security Guards: Minimum 1 per 100 candidates, as per demand
- Peon: Minimum 2 per 100 candidates, as per demand

27) Providing adequate backup of Test nodes.

28) Providing Backup Server at each location with required software loaded and kept ready for use in case of such requirement.

29) Complete and comprehensive dry run to be carried out.

30) Provision for vulnerability test before launching.

31) Candidate's Biometric and Photo registration to be carried out by the agency at the Test Centers.

32) Before the start of the test, candidate will be required to enter the unique id and password to start the test.

33) On designated time the question paper to be made available on computer screen to the candidates who come physically to the Test Centers with valid Hall Ticket.

34) Suitable drinking water, separate toilet facility for girls and boys both should be ensured.

35) Test should be taken by candidates in computer based mode in a secure environment such that while the test is taken access to all possible web resources e.g. Browsing, chatting etc. should be blocked from the computer of the candidate as well as any other computer peripherals such as printers. Similarly, functions like 'Copy-Paste' to be disabled in the question paper page appearing in the test.

36) The Terminal number at which the candidate is to take the exam would be allotted at the time of Examination.

37) Complete video recording during the test. CCTV Footage of all centers to be stored in external Hard Disk & handed over to the Vishwavidyalaya after completion of Online tests.

38) Provision to view all the test centers at Doctor Harisingh Gour Vishwavidyalaya Sagar through video conferencing to monitor the exam.

39) Provision to know the details of attempted and not attempted questions on completion of test in the center itself.

40) Valuation to be done as per the requirements of the Vishwavidyalaya.

41) Examination Plan and design of examination process:

- Physical security
- Information security
- Server security
- Network security
- Mapping of candidate with exam center
- Attendance handling
- Machine/ seat allocation and handling of security parameters
- Any other process related to examination.

- 42) Providing answer sheet through email on requirement.
- 43) Make a presentation at the Vishwavidyalaya just after award of the work.
- 44) Submission of Results with select lists & wait lists as per Government of India reservation policy and other Reports to be provided as per the requirements of the Vishwavidyalaya.
- 45) Audit trails of all activities of candidates shall be maintained during examination.
- 46) Contingency plan for shifting of candidates/ management should be available with contractor in case of emergency.
- 47) Contractor shall provide information and support in response to RTI Queries, Court Matters, Queries raised by candidates, grievances regarding questions, answers, etc.
- 48) Successful bidder should be able to design, develop and launch the portal for Applications for Admissions, after thorough testing by the Vishwavidyalaya in the month of March 2020, The exams will be conducted during second fortnight of May 2020.

Scope of Work – Part II

The Vishwavidyalaya also proposes to outsource the preparation of Entrance Exam Question Papers for the UG/PG/Ph.D. programme numbering around 100.

Each Question paper should be prepared in the following pattern:

- 1) Each Question paper should contain 100 Objective type questions with four choice of answers.
- 2) The Answer keys should also be uploaded and three days time should be given to the candidates for submitting their grievance regarding question paper and answers. The grievance shall be resolved by the vendor with the assistance of subject expert. After that final result will be prepared.
- 3) 100 Questions should be as per guideline to be provided along with work order.
- 4) The Question paper should be as per the syllabus provided by the Vishwavidyalaya.
- 5) The Question papers should be prepared by engaging qualified teachers from reputed /recognized Higher Educational Institution. Names and all other details of teachers involved in preparation of question papers should be provided to the Vishwavidyalaya in sealed envelopes after completion of examinations. Teachers involved in preparation of papers should have experience more than seven years of teaching in Higher Educational Institutions/ Universities.
- 6) Copies of Question papers already provided by the vendor for other Institutions for similar purpose should be enclosed with the technical bid.
- 7) Question papers should be prepared incorporating all three categories of toughness i.e. easy, medium and difficult.
- 8) Key should be provided with detailed solutions.

Scope of Counseling:

- 1) Registration for Counseling (With counseling fee submission and upload original copy of mark-sheet + certificates).
- 2) Generations of counseling letters with photo.
- 3) Upload of schedule of counseling (with date) with list of counseling.
- 4) Blocking of seats, once allotted based on merit, as applicable to various categories (Gen, SC, ST, OBC, EWS, PwD etc as applicable) for 24 hours (display screen design).
- 5) Fee payment of admission (cost-wise).
- 6) Fee receipt generation for admitted candidates.
- 7) Display of vacant seats of available seat (subject group wise).
- 8) Cancellation of admission and refund of fee.
- 9) All critical date information should be disseminated through email and SMS along with website publication.
- 10) Counseling may go for three to five rounds depending on filling of seats.

ANNEXURE- 2

(To be submitted on letterhead of tenderer)

UNDERTAKING

1. I/we undertake that I/we have carefully studied, understood all the Terms and Conditions as mentioned in the Tender Document.
2. I/we undertake that I/we have accepted all Terms and Conditions of the Tender Document.
3. I/we undertake that I/we shall follow all Clauses/Norms/Rules/Guidelines pertaining to labour laws, minimum wages, EPF, ESIC, Employees Compensation Act 1923 and I/We will not transfer any liability towards the Vishwavidyalaya if work awarded to me/my firm/us.
4. I/we undertake that my Firm/Organization----- (name of firm/ organization) has not been blacklisted/debarred by Central Govt/ State Govt/Any Govt Organization/PSU.
5. I/we undertake that None of the Director/ Manager/ worker of my Firm/Organization----- (name of firm/organization) has not been convicted by the Court of Law.
6. I/we undertake that my Firm/Organization----- (name of firm/ organization) owns the complete source code of the software which can be customized as per the requirements of the Vishwavidyalaya.
7. I/we undertake that workers employed by my firm/organization----- (name of firm/ organization) do not have any criminal background.
8. I/we undertake that my Firm/Organization----- (name of firm/ organization) is capable of providing examination centers of capacity as per need of the Vishwavidyalaya at Bhopal M.P.
9. I/We further undertake that the information given in this tender is true and correct in all respect and we hold the responsibility for the same.

Seal and Signature of Tenderer

ANNEXURE – 3

PROFORMA OF BANK GUARANTEE FOR PERFORMANCE SECURITY

(to be stamped in accordance with relevant Act)

Ref:

Bank Guarantee No.

The Registrar

Dr Harisingh Gour Vishwavidyalaya

Sagar, MP, 470003

Dear Sir,

In accordance with your NIT No. dated

M/s having its registered/ Head office at has participated in the said bid .

As an irrevocable Bank Guarantee against Performance Guarantee for an amount of valid up to, is required to be submitted by the bidder as a condition precedent for commencement of the contract of supply of equipment, the amount is liable to be forfeited on the happening of any contingencies mentioned in the bid documents and contract agreement.

We, the Bank at having our head office at guarantee and undertake to pay immediately on demand by The Registrar, Dr Harisingh Gour Vishwavidyalaya, Sagar, MP the amount..... (in figures and words) without any reservation, protest, demur and recourse. Any Such demand made by said owner shall be conclusive and binding on us irrespective of any dispute or difference raised by the bidder.

This Guarantee shall be irrevocable and shall remain valid up to If any further extension of this Guarantee is required, the same shall be extended to such required period (not exceeding one year) on receiving instruction from M/s on whose behalf guarantee is issued.

In witness whereof the Bank, through its authorized officer has set its hand stamped on this Day of 2020 at

Witness

Signature

Signature.....

Name.....

Name.....

Designation

Address

Bank's Common Seal

Official Address

ANNEXURE - 4

PROFORMA OF BANK GUARANTEE FOR BID SECURITY

(to be stamped in accordance with relevant Act).

Ref: Bank Guarantee No.

The Registrar

Dr Harisingh Gour Vishwavidyalaya

Sagar, MP, 470003

Dear Sir,

In accordance with your NIT No.dated.....
M/s..... having its registered/Head office at
..... wish to participate in the said bid.

As an irrevocable Bank Guarantee against Bid Guarantee for an amount of valid up to, is required to be submitted by the bidder as a condition precedent for participation in the said bid, which amount is liable to be forfeited on the happening of any contingencies mentioned in the bid documents.

We, the Bank at having our head office at guarantee and undertake to pay immediately on demand by The Registrar, Dr Harisingh Gour Vishwavidyalaya, Sagar, MP, 470003 the amount..... (in figures and words) without any reservation, protest, demur and recourse. Any Such demand made by said owner shall be conclusive and binding on us irrespective of any dispute or difference raised by the bidder.

This Guarantee shall be irrevocable and shall remain valid up to If any further extension of this Guarantee is required, the same shall be extended to such required period (not exceeding one year) on receiving instruction from M/s on whose behalf guarantee is issued.

In witness whereof the Bank, through its authorized officer has set its hand stamped on thisDay of 2020 at

Witness

Signature

Signature **Name**.....

Name..... **Designation**

Address **Bank's Common Seal**

Official Address

ANNEXURE- 5

INSTRUCTIONS FOR ONLINE BID SUBMISSION

The bidders are required to submit soft copies of their bids electronically on the CPP portal, using valid Digital Signature Certificates (DSC). The instructions given below are meant to assist the bidders in registering on the CPP portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP portal.

More information useful for submitting online bids on the CPP portal may be obtained at <http://eprocure.gov.in/eprocure/app>.

Registration

1. Bidders are required to enroll on the e-procurement module of the Central Public Procurement Portal (URL:<http://eprocure.gov.in/eprocure/app>) by clicking on the link “Online Bidder Enrolment” on the CPP portal which is free of charge.
2. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
3. Bidders are advised to register their valid email address and mobile number as part of registration process. These would be used for any communication from the CPP portal.
4. Upon enrolment, bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify/ nCode/ eMudra etc.) with their profile.
5. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC’s to others which may lead to misuse.
6. Bidders then logs in to the site through the secured log in by entering their user ID/ Password and the password of the DSC/e-Token.

Searching for the Tender Documents

1. There are various search options built in the CPP portal, to facilitate the bidders to reach active tenders by several parameters. These parameters could Tender ID, Organization Name, Location, Date Value, etc. There is also an option of advanced search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
2. Once the bidders have selected the tenders they are interested in, they may download the required documents/ tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS/E-mail in case there is any corrigendum issued to the tender document.
3. The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification/ help from the Helpdesk.

Preparation of Bids

1. Bidder should take in to account any corrigendum published on the tender document before submitting their bids.
2. Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents – including the names and content of each of document that need to be submitted. Any deviations from these may lead to rejection of the bid.
3. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document/ schedule and generally, they can be in PDF/ XLS/ DWF/ JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of scanned document.
4. To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Space” or “Other Important Documents” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid and need not be uploaded again and again. This will lead to reduction in the time required for bid submission process.

Submission of Bids

1. Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
2. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
3. Bidder has to select the payment option as “offline” to pay EMD as applicable and enter details of the instrument.
4. Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted to the concerned official latest by the last date as specified in the tender document. The details of DD/ other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
5. Bidders are requested to note that they should necessarily submit their financial bids in format provided and no other format is acceptable. If the price bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BOQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.

6. The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
7. All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers / bid openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
8. Upon the successful and timely submission of bids (i.e. after clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid number and the date & time of submission of the bid with all other relevant details.
9. The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

Assistance to Bidders

1. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
2. Any queries relating to process of online bid submission or queries relating to CPP portal in general may be directed to the 24X 7 CPP Portal Helpdesk.

ANNEXURE - 6

EXEMPTION/ RELAXATION CLAIM FORM

I-----S/D/W of ----- is authorized signatory of
M/s-----participating in tender
No.-----

I am claiming exemption/ relaxation for following clauses of technical requirement:

- 1.-----
- 2.-----
- 3.-----

Copy(ies) of rules/ norms of Government of India and requisite registration/ license as mentioned below
is/ are attached for consideration:

- 1.-----
- 2.-----
- 3.-----

Seal and Signature of Bidder

ANNEXURE- 7

(To be submitted on letter head of the tenderer firm/organization)

EXPERIENCE/ PERFORMANCE CERTIFICATE

M/s -----has been providing services of Online Entrance Examinations/Computer Based Tests. Five Experience/Performance certificates of Online Entrance Examinations/Computer Based Tests are attached herewith:

S.No.	Experience/ performance Certificate number & date	Particulars	Amount (in Rs)

Note: Experience/ Performance Certificate should be mandatorily attached.

Seal and signature of bidder

ANNEXURE- 8

(To be submitted on letter head of the tenderer firm/organization)

EXPERIENCE/ PERFORMANCE CERTIFICATE

M/s -----has been providing services of Online Entrance Examinations/Computer Based Tests. Three Experience/Performance certificates of Online Entrance Examinations/Computer Based Tests with more than 20,000 candidates are attached herewith:

S.No.	Experience/ performance Certificate number & date	Particulars	Amount (in Rs)

Note: Experience/ Performance Certificate should be mandatorily attached.

Seal and signature of bidder

ANNEXURE- 9

NO NEAR-RELATIVE CERTIFICATE/ DECLARATION

(To be submitted by authorized signatory)

I _____ son/daughter/wife _____ of
Sh _____ Authorized signatory of
M/s _____ (Name and address of the bidder) is
competent to sign this declaration and execute the tender document.

I _____ resident of _____ hereby certify that none of relatives of mine/proprietor/partners/directors is/are employed in the Dr. Harisingh Gour Vishwavidyalaya Sagar (M.P.). In case at any stage it is found that the information given by me is false/ incorrect the purchaser shall have the absolute right to take any action as deemed fit/without any prior information to me.

The Information/documents furnished, along with the tender document are true and authentic to the best of my knowledge and belief. I am well aware of the fact that furnishing of any false information/fabricated documents would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.

(Signature of Authorized Signatory)

Full Name:

Date:

Address:

Place:

Seal:

ANNEXURE- 10

(TO BE ISSUED BY PRACTISING COST/CHARTERED ACCOUNTANT ON THE LETTER HEAD)

CERTIFICATE OF TURNOVER

This is to certify that M/s_____ (Agency Name & Address) is in the business of **Software service including Online Entrance Examination/ Computer Based Tests**. Their Turnover in each Financial Year during the preceding 03 (Three) years from **Online Examination/ Computer Based Tests** are as given below:

Financial Year	Turnover (In Rs)	Turnover (In Rs) from Online Entrance Examination
----------------	------------------	---

FY 2016-17

FY 2017-18

FY 2018-19

This is further to certify that the above Turnover is in line with the Turnover declared by the Agency in their Income Tax Returns filed under PAN No. _____.

Place :

Date:

Seal and signature of Cost/ Chartered Accountant

ANNEXURE – 11

List of Cities/ Towns for conduction of Online Entrance Examinations

- 1) Bhopal**
- 2) Bhubaneswar**
- 3) Bilaspur (Chhattisgarh)**
- 4) Bina**
- 5) Chhatarpur**
- 6) Damoh**
- 7) Hyderabad**
- 8) Indore**
- 9) Jabalpur**
- 10) Jhansi**
- 11) Kolkata**
- 12) Lucknow**
- 13) Nagpur**
- 14) New Delhi**
- 15) Patna**
- 16) Prayagraj**
- 17) Ranchi**
- 18) Rewa**
- 19) Sagar**
- 20) Tikamgarh**

Note: 1. List shown above is tentative and there may be variation in actual test centers.

2. Candidates will be allowed to fill three choices in order of preference.

3. No exam for any subject code/ programme shall be conducted in more than one phase.

4. The successful bidder shall have capacity of conducting examination of at least 200 candidates in each of city mentioned above.

ANNEXURE - 12

Historical Data of Entrance Examinations

Academic Year 2019-20 PG Programme

Centre Code	01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	
Subject Code	Allahabad	Bhopal	Bhubaneswar	Bilaspur	Bina	Chhatarpur	Chhindwara	Damoh	Gwalior	Indore	Jabalpur	Jhansi	Kolkata	Lucknow	Mandla	New Delhi	Palakkad	Gaya	Raipur	Ranchi	Rewa	Tikamgarh	Vishakhapatnam	Sagar	GRAND TOTAL
201	1		1	1												1						1		14	19
202	1			4									1			1				1				11	19
203	20	25	78	3		6	5	1	3	19	18	13	30	49	1	78	7	14	14	45	5	4	2	44	484
204	2	7			1	3				1	7	1	2			4		1	3	2				9	43
205	1	9	1	2	1		2	3		1	11								1	1	5			15	53
206	1	4	13	3	1	3	1	3		2	3	3	3	1		2		1	2	2	1	2		35	86
207	1	8			7	1		8	2	7	4			1		3	1	2	1	1	3	1	2	202	255
208	9	12	19	8	2	3	1	3		3	5	1	10			6	1	1	5	2	5			70	166
209	3	1		1	1	1		3		1	2	1				1				1			1	45	62
210	3		3		2			2		2	2		2			1		1					1	30	49
211		1						1		5				1		3				1		1	1	18	32
212	2	5				2		4								1				1		1		30	46
213	11	4	1	1	1		1	1				4		1				7		1	1			16	50
214		4			1	1		3			4	1	1	1		3			1	1				46	67
215	26	14	3	7		1	4	2	2	35	9	3	4	2		72	19	1	8	21	2		1	45	281
216	1	10	5			1		1		1	5		5				2				2	1		40	74
217	1					1					1													54	57
218	3	2				1	1	2	1	2	1					1		1		1	1			32	49
219		3					1			1	1								1	1	2			21	31
220	17	2				5	6	2	1	2	4	2	2	2		2		1		1	2	1		22	74
221			1				1		2	1						1				1				36	43
222																								1	1
223	6	7	3	1	1	4	3	4		3	4	2		1		1					3	7		52	102
224																1				1				14	16
225	16	35	8	5					7	6	8		44	16		26	2	1	18	2	1			34	229
226		1																	1					6	8
227	4	4	17	4	3	2	2	3		6	3		7			1	2	1	2	1	3	2		37	104
228		3	1	1		3		1	1	1	2			1		3		1						36	54
229	1	5							2	2	1	1					1		1					22	36
230											1							1						7	9
231											1													12	13
232	1					1		3			1			2										11	19
233								2														1		4	7
234	3			1	1	1		5								2			1			1	2	46	63
235	4	13	24	9		1	1	3		1	9	1		1		3	1			3	3			42	119
236		1				1																		5	7
237	1	1						1		1								1	1		2			14	22
GRAND TOTAL	139	181	178	51	22	42	29	61	21	103	107	33	111	79	1	217	36	35	60	91	41	23	10	1178	2849

Academic Year 2019-20 PhD

Centr e Code	0 1	02	0 3	0 4	0 5	0 6	0 7	0 8	0 9	1 0	1 1	1 2	1 3	1 4	1 5	16	1 7	1 8	1 9	2 0	2 1	2 2	2 3	24	
Subject Code	Allahabad	Bhopal	Bhubaneshwar	Bilaspur	Bina	Chhatarpur	Chhindwara	Damoh	Gwalior	Indore	Jabalpur	Jhansi	Kolkata	Lucknow	Mandla	New Delhi	Palakkad	Gaya	Raipur	Ranchi	Rewa	Tikamgarh	Vishakhapatnam	Sagar	GRAND TOTAL
401	4	1							1		1	1		1		2			2					6	19
402	2	1	1 6	3							2		2	2		1	2		2				1	7	41
403		2	1	1						2	4	3		5		3		1	1				1	26	50
404	3	3	1				1			2	1			1							2			9	23
405	1	3		4					1	1	3	1		2		3						1		9	29
406	2	3	3	2		1	5	1	2		3	2		3		2	1		3	1	1	2		25	62
407	1	11		1		2	1	5	1	5	5			4		3		1	1	2			2	34	79
408	4	10		3	2	2	5	7	2	3	8	2	1	3	4	7			1		3		1	50	118
409	7	9	2	2		4	4	3	3	5	4	1	1	4		16		1		1			2	27	96
410		5		2					3	2	3				1	1					2	2		14	35
411											1					1				1	1			1	5
412	3	3	4	1	2	2	1	2	3	2				5		1					2		2	17	50
414	1 0	8	2	1	1		3	2	1	2	7		5	1		14		1	1	1			1	21	82
415	4	3		5					2	1	1			6		7		1	1					3	34
416	1 3	2	1	3		1	1		2	7	3		8	6		11			2	1				38	99
417	9	6		2		3	2		2	3		1	1	2		8		1						38	78
418	4	4	1			2	1	3	1	2	3	4		5		8					1	1		13	53
423		8			2		1	1	1	5	4	2				7					2		1	6	40
425	3	2				2			1	1	1		2	2		6			1					8	29
426	2	1	2			2				1				1		3	2							3	17
427		12	1	3	1	2	3	3	1	3	1	2		3		2	1	1	1		1	1	1	27	70
428	4	3		2	1	1	1			3	5	1	1	2		2								14	40
429	5	2								2		1	1	1		4		1	1			1		17	36
432	3	4	3			1	3	1	1	2	5	2	1	7		3			1			1		30	68
434	3	18		3		1			1 0	1 0	2			1 2		47	1		2	2	1		1	21	134
435	3	10	1	5	2	3			5	1	3		1	3		4					5	4		33	83
GRAND TOTAL	90	134	38	43	11	27	34	28	43	65	70	23	24	81	5	166	7	8	20	9	21	13	13	497	1470

Academic Year 2019-20 UG Programme

Centre Code	01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	
Subject Code	Allahabad	Bhopal	Bhubaneshwar	Bilaspur	Bina	Chhatarpur	Chhindwara	Damoh	Gwalior	Indore	Jabalpur	Jhansi	Kolkata	Lucknow	Mandla	New Delhi	Palakkad	Gaya	Raipur	Ranchi	Rewa	Tikamgarh	Vishakhapatnam	Sagar	GRAND TOTAL
110	14	39		4	34	125	5	184	4	29	74	15	1	2	6	3	1	3	1	1	43	46		1258	1892
111	10	43	1	3	32	83	2	192	4	43	70	13	2	3	4	4		11	2	2	34	57		1123	1738
112	1	7			1	2		3		1	2	1								1	1	2		23	45
120	2	26		10	20	38	1	95	3	3	56	16	1	2	2	2			4		24	18		833	1156
121	1	5		2	11	11		19		1	11	2	2	2		4				2	2	3		216	294
130	13	44	1	10	24	82	12	214	6	21	97	17	7	9	5	22	6	5	14	4	47	24	2	867	1553
131	3	34	2	10	23	80	7	216	4	8	81	10	4	2	10	5		1	5	4	31	33		728	1301
140	14	42		9	44	182	9	215	6	22	86	28	4	8	7	8		3	9	3	48	72		1206	2025
141	3	43	1	11	39	147	10	278	5	22	143	13	2		10	5		5	9		37	81		1059	1923
142	20	45		16	37	44	9	173	11	30	67	17	7	7	1	20		10	7		25	34		919	1499
150	8	57		4	19	67	2	50	4	25	45	7	1	5		4	1	7	2	1	26	27		345	707
160	2	1		2	2	1		5		4	5				1	2		1	1			1		80	108
161					2						1	1									1			17	22
170	4	9		3	10	8	1	16	2	5	6	1	1	2		1	1	3		1	1	1		177	253
GRAND TOTAL	95	395	5	84	298	870	58	1660	49	214	744	141	32	42	46	80	9	49	54	19	320	399	2	8851	14516

Academic Year 2019-20

Distribution of Seats in UG Programmes:

TABLE-1: Comprehensive information- Programme/courses offered (UGET)

<i>Courses</i>	Entrance test Code	No. of Seats	<i>Eligibility Qualification</i>	Course Duration
B.A.	110	742	10+2 in Any Discipline	6 Semesters
B.A.B.Ed.	111	50*	10+2 in any discipline	8 Semesters
Bachelor of Fine Arts (B.F.A.)	112	23	10+2 in Any Discipline	8 Semesters
B. Com.	120	299	10+2 in Commerce	6 Semesters
B.B.A.(Hons.)	121	40*	10+2 in Any Discipline	6 Semesters
B.Sc. (Bio. Group)	130	259	10+2 in Science (Biology Group)	6 Semesters
B.Sc.B.Ed. (Bio. Group)	131	25*		8 Semesters
B.Sc. (Maths Group)	140	265	10+2 (Maths Group)	6 Semesters
B.C.A.	140	69		6 Semesters
B.Sc.B.Ed.* (Maths Group)	141	25*		8 Semesters
B.Pharm. (Bio/Maths Groups)	142	60*	10+2 in Science (Biology /Maths)	8 Semesters
B.A.LL.B. (Hons) (5 Years)	150	40*	10+2 in any discipline	10 Semesters
B. Lib.I.Sc.	160	35	Graduation in Any Discipline	2 Semesters
B. J.	161	23	Graduation in Any Discipline	2 Semesters
LL.B. (3 Years/6 Semesters)	170	40*	Graduation in Any Discipline	6 Semesters

Distribution of Seats in PG Programmes:

TABLE 2: COMPREHENSIVE INFORMATION- PROGRAMMES OFFERED (PGET)

S. N o.	Courses/Subjects	Entrance Test Code	Seats	Eligibility/ Qualification	Course Duration
1.	Ancient Indian History, Culture & Archeology (M.A.)	201	23	Graduation in any Discipline	4 Semesters
2.	Anthropology (M.A./M.Sc.)	202	23	Graduation with Anthropology/ Sociology/Life Sciences	4 Semesters
3.	Applied Geology (M.Tech.)	203	35	Graduation with Geology	6 Semesters
4.	Microbiology (M.Sc.)	204	17	Graduation in Life Science	4 Semesters
5.	Biotechnology (M.Sc.)	205	35	Graduation in Life Science	4 Semesters
6.	Botany (M.Sc.)	206	35	Graduation with Botany	4 Semesters
7.	Business Management (M.B.A.)	207	*40	Graduation in any Discipline	4 Semesters
8.	Chemistry (M.Sc.)	208	58	Graduation with Chemistry	4 Semesters
9.	Commerce (M.Com.)	209	69	B.Com.	4 Semesters
10.	Computer Applications (M.C.A.)	210	46	Graduation in any Discipline (with Maths in 10+2)	6 Semesters
11.	Criminology (M.A.)	211	23	Graduation in any Discipline	4 Semesters
12.	Economics (M.A.)	212	35	Graduation with Economics/Mathematics/ Commerce/Management	4 Semesters
13.	Education (M.Ed.)	213	*50	B.Ed./B.A.-B.Ed./B.Sc. B.-Ed/B.El.Ed./D.El.Ed.	4 Semesters
14.	English (M.A.)	214	34	Graduation in any Discipline	4 Semesters
15.	Forensic Sc.(M.Sc.)	215	23	B.Sc. (any subjects)	4 Semesters
16.	Geography (M.A./M.Sc.)	216	46	Graduation with Geography	4 Semesters
17.	Hindi (M.A.)	217	46	Graduation in any Discipline	4 Semesters
18.	History (M.A.)	218	34	Graduation in any Discipline	4 Semesters
19.	Journalism & Mass Comm.(M.A.)	219	23	Graduation in any Discipline	4 Semesters
20.	Law (LL.M.)	220	35	LL.B./B.A.LL.B/B.Com.LL.B/B.Sc.LLB/BBA. LL.B.	4 Semesters
21.	Library Sc. (M.Lib.I.Sc.)	221	17	B.Lib I.Sc.	2 Semesters
22.	Linguistics (M.A.)	222	11	Graduation in any Discipline	4 Semesters
23.	Mathematics (M.A./M.Sc.)	223	40	Graduation with Maths	4 Semesters
24.	Hindustani Music(Vocal/Tabla) (M.A.)	224	17	UG with Music/allied subject	4 Semesters
25.	Pharmaceutical Science (M.Pharm.)	225	*45** (including 4 seats under QIP)	B.Pharm. with 55% or equivalent CGPA and valid GPAT/GATE Score. Registration with State Pharmacy Council	4 Semesters
26.	Philosophy (M.A.)	226	23	Graduation in any Discipline	4 Semesters
27.	Physics (M.Sc.)	227	35	Graduation with Physics	4 Semesters
28.	Political Science/ Public Administration (M.A.)	228	34	Graduation in any Discipline	4 Semesters
29.	Psychology (M.A./M.Sc.)	229	29	Graduation in any Discipline	4 Semesters
30.	Rural Development (M.A.)	230	23	Graduation in any Discipline	4 Semesters
31.	Sanskrit (M.A.)	231	23	Graduation in any Discipline	4 Semesters

32.	Sociology (M.A.)	232	23	Graduation in any Discipline	4 Semesters
33.	Urdu (M.A.)	233	11	Graduation in any Discipline	4 Semesters
34.	Yogic Science (M.A./M.Sc.)	234	29	Graduation in any Discipline	4 Semesters
35.	Zoology (M.Sc.)	235	34	Graduation with Zoology	4 Semesters
36.	Performing Arts (M.P.A.)	236	23	Graduation in any Discipline	4 Semesters
37.	Social Work (M.S.W.)	237	23	Graduation in any Discipline	4 Semesters

Note:*Seats may vary. **Division of Seats in M.Pharm: Pharmaceutics-14+1(QIP), Pharmaceutical Chemistry-9+1(QIP), Pharmacognosy-9+1(QIP), Pharmaceutical Biotechnology-9+1(QIP)

Department Wise Seats for the Admission in Ph.D. Programmes:

S. No.	Courses/Subjects	Entrance Test Code	Seats
1.	Ancient Indian History, Culture & Archeology	401	03
2.	Anthropology	402	07
3.	Applied Geology	403	07
4.	Microbiology	404	01
5.	Biotechnology	405	01
6.	Botany	406	03
7.	Business Management	407	06
8.	Chemistry	408	20
9.	Commerce	409	06
10.	Computer Applications	410	01
11.	Criminology	411	01
12.	Economics	412	05
13.	English	414	06
14.	Forensic Science	415	02
15.	Geography	416	05
16.	Hindi	417	02
17.	History	418	02
18.	Mathematics	423	03
19.	Pharmaceutical Science	425	08
20.	Philosophy	426	07
21.	Physics	427	12
22.	Political Science/ Public Administration	428	01
23.	Psychology	429	02
24.	Sociology	432	03
25.	Yogic Science	434	05
26.	Zoology	435	11

ANNEXURE-13
TECHNICAL EVALUATION AND MARKING DOCUMENTS

S. No.	Criteria	Response of The Bidder	Marks	Documents to be Attached
A	The Bidder should be a company registered under Companies Act, since the last 10 years		Public Limited: 5 Marks Private Limited: 3 Marks Proprietorship: 2 Marks Otherwise: 0 Marks	Please provide copy of Incorporation certificate, Memorandum of Association and Articles of Association
B	The Bidder should have its own Data Center or Data Center with a partner which should be Cert-In certified		Own Data center= 15Marks Partner Data Center = 5 Marks Otherwise: 0 Marks	Cert-In certificate for the Data Centre to be submitted
C	The Bidder should be the owner of the Application for conducting online examinations and own the complete Source code		Owner of Source Code = 10 Marks Otherwise: 0 Marks	Declaration on Letterhead to be Attached in Annexure - 2
D	The Bidder should have experience of having successfully conducted at least two online Entrance examination in India, with a minimum of 25,000 candidates per exam in a single session for Govt./PSU within the last three years, with exam conducted in 20 or more cities	Clients Reference 1. 2.	2 proofs of 50,000 candidates per exam in 20 cities (10 Marks) 2 proofs of 25,000 to 50,000 candidates per exam in 20 cities (5 Marks) Otherwise: 0 Marks	Client certificate to be attached in Annexure 8
E	Should compulsorily have globally accepted software certification - CMMI Level 3 or above certification in Software Development and CMMI Level 3 or above in Services		CMMI 5 in Software Development (5 Marks) CMMI 5 in Services (5 Marks) CMMI3 in Software Development (3 Marks) CMMI 3 in Services (3 Marks) Otherwise: 0 Marks	Certification proof to be submitted
F	ISO27001 ISO9001 ISO20000		ISO27001: 5 ISO9001: 3 ISO20000: 2 Otherwise: 0 Marks	Valid Certification proofs to be submitted
G	Performance Certificate of Preparation of Question Banks (Per Client Per year)		5Performance Certificates : 15 Marks 3 Performance Certificates : 10	Client Certificate to be attached in Annexure 8

			Marks Otherwise: 0 Marks	
H	Turnover of the Bidder through Online/Computer Based Exams for FY 2016-17, FY 2017-18 and FY 2018-19 on average basis		More than 50 crores: 10 Marks 25 crores to 50 crores : 5 Marks 5 crores to 25 crores: 3 Marks Otherwise: 0 Marks	CA certified Turnover document to be attached in Annexure 10
I	Presentation		Maximum Marks 15 Otherwise: 0 Marks	