Rani Channamma University

Vidya Sangama, Belagavi - 591156.
Karnataka. India.
Telephone: 0831-2565212/237

Short Term Tender for the "Examination Process Management System" to Rani Channamma University, Belagavi

By:

Registrar

Rani Channamma University

Vidya Sangama,
Belagavi - 591156. Karnataka. India.
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Short Term e-Tender Notification

Rani Channamma University (herein after referred to as RCUB or University) invites Proposals for Examination Process Management System on "outsourced" basis from the eligible and reputed vendors / companies as per Karnataka Transparency in Public Procurements Act a rate contract basis for a period of Three years from the date of signing of the contract. The Bidders who have registered under e-governance Department of Karnataka may participate through e-tendering system. Bid documents may be downloaded from the E-procurement Website http://eproc.karnataka.gov.in. The eligible Bidder shall submit their e-Tender in under e-procurement platform as scheduled in e-portal.

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<u>SHORT TERM TENDER NOTIFICATION</u>

Sl. No.	Task	Time
01	Date of publishing Tender Document on e-Procurement Platform	29.12.2021
02	Last date and time for tender Queries/Clarification	22.01.2022, 04.00 P.M.
03	Pre-Bid Meeting	24.01.2022, 11.30 A.M.
04	Last date for uploading the filled Tender Document	25.01.2022, 04.00 P.M.
05	Time and Date of opening of Technical Bids	28.01.2022, 11.00 A.M.
06	Time and Date of opening Commercial Bids	29.01.2022, 11.00 A.M.
07	EMD (Earnest Money Deposit)	Rs.10,20,000/- (Rupees Ten Lakhs Twenty Thousand Only).
08	Place of opening Technical and commercial Bids and address for communication	Registrar Rani Channamma University Vidya Sangam, Belagavi -591156. Karnataka. India. Telephone: 0831-2565212/237

1. INTRODUCTION:

Rani Channamma University, Belagavi, as a public university was established by the Government of Karnataka in 2010 at Belagavi, with the jurisdiction of Belagavi, Vijaypura, and Bagalkot districts. It was created by upgrading the then Kittur Rani Channamma Post Graduate Centre, Belagavi, of Karnataka University, Dharwad, which was functioning since 1982. It is named after Kittur Rani Channamma, the queen of the erstwhile princely State of Kittur in this part of Karnataka.

The main aim of the University is to provide an opportunity to develop access to higher education for students hailing from the North Karnataka Region which is deprived of good educational facilities. In tune with the National Higher Educational Policy, the University is striving to meet the challenges of increasing Access, Equity, Quality, Affordability, and Accountability. Rani Channamma University has the main campus, "Vidyasangama" as its headquarters, on 169.4 acres of picturesque land near Bhutaramanahatti, adjacent to the Pune–Bangalore National Highway-4 about 18 km from Belagavi city. The University has 20 Post-Graduate Department of Studies in various schools, which are offering 21 Post Graduate programs and 05 PG Diploma Programmes imparting higher education on the main campus and 3 PG Centres in Vijayapura, Bagalkot, and Jahamkhandi with more than 1194 students. Also, more than 28 Postgraduate Degree/Diploma courses are offered in 85 affiliated colleges of the University with more than 4700. There are 389 affiliated colleges, 1 constituent college, and 4 autonomous colleges with enrolment over One Lakh Forty-Two Thousand Six Hundred Fifteen students in the Undergraduate. CBCS is also implemented at the Undergraduate level. The Ph.D. programmes are offered by 18 Postgraduate Departments. So far 138 Ph.D. degrees have been awarded. During the last 5 years, 169 students have cleared the NET/SLET. Four specialized Study Chairs are functional, viz. Dr. B.R. Ambedkar, Rani Channamma, Pandit Deendayal Upadhyaya, and Sangolli Rayanna Chairs.

The University has already been switched over to the school system to enable multi-disciplinary/interdisciplinary learning, teaching, and research like Applied Sciences, Basic Sciences, Business and Economics, Classical Kannada Studies, Criminology and Criminal Justice, Education, Languages, Mathematics, and Computing Sciences and Social Sciences.

The University desires to make use of expertise of reputed vendors in the area of university examination automation on "outsourced" basis. Therefore, this eTender has been floated to invite the competitive Technical and Commercial Bids from the eligible and reputed vendors.

2. INVITATION FOR TENDER:

2.1 Tender documents may be downloaded from Government of Karnataka e–Procurement website https://eproc.karnataka.gov.in from under login for suppliers. After login to suppliers, please scroll down to the right side bottom to see list of tenders. The Tender can be downloaded in the Portal as per the prescribed date and time published in the Portal. Only interested Bidders who wish to participate shall remit online transaction fee for the Tender after registering in the Portal. The transaction Fee is non-refundable.

2.2 Prospective Tenderer must submit i. Technical Bid, ii. Financial Bid, Tenderer, who wish to participate in this tender, need to pay Earnest Money Deposit (EMD) as mentioned below for the following items;

Sl. No.	Nature of the work	Approx. value of the work (Rs. in lakhs)	EMD Amt. (In Rs.)	Period
1.	Examination process Management System (EPMS) starting from the entire activities related to examination on a turn-key basis such as setting up of regulations, coding of scripts, data entry and tabulation work and managing valuation center/ Digital Valuation automation/generation of TA/DA and remuneration bill of examiners, result computation, result hosting on internet, printing of ledger copy, printing of marks card, printing of passing certificate, printing of convocation certificate and other reports. The consolidated ledgers so generated must be neatly bounded semester wise, course wise and each volume of the ledger should be certified stating the information provided in the ledger are true and correct as per the course structure & regulations. The vendor is also required to take care of consumables such as cartridges, stationeries, covers, etc. on outsourced basis to Rani Channamma University, Belagavi. The detailed scope is mentioned in point no. 6 & 7	The approx. value of the work will be 680 lakhs per annum (Approx. 1,98,500 Students per exam)	10,20,000/-	3 years

2.3 Tender must be electronically submitted (online through Internet) within the date and time published in e-Procurement Portal. Technical and Commercial Bid covers of the Bidders will be opened at the prescribed time and date as mentioned.

2.4 Tender Processing Fee: Each Tenderer shall pay as per the e-Procurement portal.

2.5 The Technical Bid shall be opened at Registrar, Office rani Channamma University Belagavi. tenderer who wishes to be present at the time may attend. All the Technical Bids will be scrutinized, relevant documents checked for their authenticity and any original documents asked for should be submitted within the stipulated date.

2.6 No Tenderer will be allowed to withdraw after submission of the tenders within the bid validity period otherwise the EMD submitted by the tendering firm would stand forfeited.

2.7 In case the successful Tenderer declines the offer of Contract, for whatsoever reasons, his EMD will be forfeited.

2.8 A formal contract shall be entered into with the successful tenderer. In this contract, the successful tenderer shall be defined as Contractor. All correspondence shall be through email/written letter only.

2.9 As per KTPP act 5% of total cost of the project will be deposited by the successful Bidder towards the Security Deposit by way of DD or Bank Guarantee in favour of "The Finance Officer Rani Channamma University Belagavi" for the fulfilment of the contract but shall be forfeited if the successful Bidder fails to fulfil the obligation as per the Tender norms. The security deposit retained will be refunded to the bidder on or before one year from the date of expiry of contract period.

2.10 The successful Tenderer will have to deposit the Performance Security Deposit and commence the work on or before 30 days of issue of Award of Contract. Otherwise, the contract will be canceled.

2.11 EMD of the successful Tenderer shall be returned after submitting the Performance Security Deposit.

3. DEFINITIONS OF THE TERMINOLOGIES USED IN THIS TENDER DOCUMENT:

3.1 **University / Universities**: State Government Universities or Central Government Universities with a minimum student strength of 10,000 per semester (Ten Thousand) and who conduct examinations by themselves.

3.2 **Outsourced process**: The bidder is required to have provided service to the government Universities on a total "turn-key" basis wherein he / she has managed the entire pre-examination, result processing and post-result processing activities by themselves. Under this clause, the bidder should have carried out the entire activities with their own manpower including providing relevant consumables and stationery.

3.3 **Valid running work order**: The bidder should have a valid work order / contract for Examination Processes, Governance and Student Related Activities at government universities on "Outsourced" basis as on the date of submission of bid.

3.4 **Two Purchase Orders of worth more than one crore per year**: The bidder is required to have carried out Examination Result Processing on "Outsourced" basis at least at two government universities with total invoice value exceeding Rs. one crore per year.

3.5 **Turnover**: Gross income from the activities of Examination Process Management System only.

3.6 **The contract**: The Contract means the agreement entered into between the Purchaser and the Supplier, as recorded in the Contract Form signed by the parties, including all the attachments and appendices thereto and all documents incorporated by reference therein;

3.7 **The Contract Price:** The Contract Price means the price payable to the Supplier under the Contract for the full and proper performance of its contractual obligations;

4. ELIGIBILITY CRITERIA:

The prospective Tenderer should meet the following pre-qualification criteria. The Tenderer who does not comply with said criteria will not be evaluated and rejected out rightly without assigning any reasons. Firms/Companies intending to participate shall fulfill the following eligibility criteria:

4.1 The tenderer must be public / private limited company as per companies Act 1956 / Amendment act 2013 or Establishment Registered with Registering Authority. Excluding Joint Venture /Consortium.
(Self-attested copy of Certificate of Incorporation must be attached along with Technical Bids)

4.2 The tenderer should have a minimum of two years of actual and direct working experience related to state / central Universities Examination Automation (Self-attested declaration must be attached along with Technical Bids)

4.3 The tenderer should have executed university examination automation projects including result processing in at least two state / central Universities
(The tenderer must produce the letter from the University for having implemented such project on an outsourced basis / work agreement copy to support the claim)

4.4 The tenderer should have experience in executing examination automation on "Outsourced" basis including result computation at least in two universities. (The bidders must produce the letter from the University for having implemented such project/ work agreement copy to support the claim)

4.5 The tenderer shall not be under a declaration of ineligibility for corrupt and fraudulent practices issued by State/Central Government or any other statutory bodies. (A self-declaration must be attached along with the Technical Bid).

4.6 The tenderer should not have been black listed by any State or Central Government Department in India. Company/Firm should submit a self-declaration in this regard. Any false declaration would lead to rejection of Bids
(Declaration copy certified by notary must be attached along with Technical Bid).

4.7 The bidder should have experience of using Imaging Technology comprising of Bar Codes / OMR / OCR / QR Code and ICR for University Automation in the area of answer book scanning, Re-totaling, Printing QR Codes on Marks Cards etc.

4.8 The tenderer must have valid PAN and GST numbers and must attach copies along with the Technical Bids.
(The self-attested copies must be attached along with Technical Bids)

4.9 The tenderer must be ISO 9001 and ISO 27001 Certificates Company and copies of the same must be attached along with Technical Bids. (The self-attested copies must be attached along with Technical Bids)

4.10 The tenderer must have an average consolidated turnover of Rs.10 Crores (Rupees Ten Crores Only) for the three financial year's i.e., 2017-18, 2018-19 & 2019-20. (As proof audited reports certified by CA should be uploaded in the e-procurement portal of GoK)

4.11 Income Tax returns for the financial year's i.e., 2017-18, 2018-19 & 2019-20.
(Same must be attached along with technical bid)

5. PRE-BID MEETING:

- If a pre-tender meeting is convened the tenderers' designated representative is invited to attend at the venue and time stated in the Invitation to Tender. The purpose of the meeting will be to clarify issues and to answer questions on any matter that may be raised at that state.
- The tenderer is requested as far as possible to submit any questions in writing, to reach the Tendering Authority not later than seven days before the meeting. It may not be practicable at the meeting to answer questions received late, but questions and responses will be transmitted in accordance with the following:
  a) Minutes of the meeting including the text of the questions raised and the responses given together with any responses prepared after the meeting, will be transmitted through the e portal corrigendum.
  b) Any modification of the tender documents which may become necessary as a result of the pre-tender meeting shall be made by the Tendering authority exclusively through the issue of a tender corrigendum/ addendum/ both.
  c) Non- attendance at the pre-tender meeting will not be cause for disqualification of a bidder.

6. SCOPE OF THE WORK item no-1:

To carry out the entire activities related to examination on a turn-key basis such as setting up of regulations, coding of scripts, data entry and tabulation work and managing valuation center, automation/generation of TA/DA and remuneration bill of examiners at valuation center, result computation, result hosting on internet, printing of ledger copy, printing of marks card, printing of passing certificate, printing of convocation certificate and other reports. The consolidated ledgers so generated must be neatly bounded semester wise, course wise and need to certify for each page stating the information provided in the ledger are true and correct as per the software. The vendor is also required to take care of consumables such as cartridges, stationeries, covers related to coding, etc. on outsourced basis to the University. Following are activities but not limited to;

6.1 Carryout the systems-study at the premises of the University.

6.2 Deploy required number of manpower.

6.3 Understanding the nature of information that is to be maintained in all master data.

6.4 Understanding rules governing conducting of examination.

6.5 Introduce web enabled applications to capture student data, examination data, IA/ Practical marks, centralized capturing of theory marks, coding / decoding, etc. as per University's requirement

6.6 Providing required software utilities to students for online Examination Application Form. Provision for Fee payment through various modes such as Bank, Post-office and online payment through Credit Card, Debit Card, Net banking etc.

6.7 Software to have enough security procedures for foolproof operations. All login / access should be Mac id. Recording of exceptional transactions are mandatory. Software should also have clear recovery procedure in case of data corruption.

6.8 To make provision for Colleges / P.G / P.G. diploma / M.Phil. / Ph.D. students to download / print Admission Card / Hall Ticket by themselves.

6.9 To make provision for colleges / Departments to download and print candidate list, Question Paper requirement/indent, Room allotment/seat allotment, Invigilator dairy, Result Sheets / Ledgers immediately after the announcement of the results.

6.10 To make provision for Colleges / P.G Department to enter Internal Assessment / Practical / Viva marks, enter absent / Mal Practice details through the web-based application.

6.11 Providing unique id to all Valuators / Examiners. Accurate planning for valuation. Tracking individual script during valuation.

6.12 Issue / receiving of answer book packets to examiners for valuation at valuation center.

6.13 Capturing theory marks in front of examiners. Freezing of theory marks on confirmation from examiners.

6.14 Provide auto generated number for valued answer scripts after valuation by using unique "Bundle Number" concept.

6.15 Generation of TA / DA and remuneration bill / work done statement of examiners at valuation center.

6.16 Provision to obtain their results in internet.

6.17 Preparation of practical batches for practical examination.

6.18 Preparation of Teachers data as suggested by the Registrar Evaluation.

6.19 As and when required by the University and on expiry of the contract period, the successful bidder must provide the data in the format decided by the University.

6.20 To assist in every way required to import and export data for smooth operation of university examination process.

6.21 Passing certificate and Degree Certificate shall be printed on the secured stationery provided by the University along with photo (if any).

6.22 The vendor shall procure blank marks card from reputed security printers as per the University specifications.

6.23 Provide multiple reports view on dashboard for university updates to the Registrar (Evaluation) and concerned case workers.

6.24 Module that will form the system:

a. Reference: Degree, Subject, College, Student, Reason, and Mapping of subjects.

b. Before Examination: Generating Register Numbers of fresh candidates, activating examination for all students, activating examination for any given student, Generating Application / Admission forms, identifying eligible students, exam wise student ledger, Subjects, Question Paper requirement, Centre wise Question Paper requirement, Code number sticker, Marks sheet.

c. Training of officials of University Computer Section attached to Examination Branch for handling the software and Database.

d. <u>Tabulation:</u> Updating Absent particulars, Generation of coded numbers, updating marks, updating withheld, MP details, Student wise packet listing, Checklist generation for absent / marks, Marks not entered listing.

e. <u>Result computation:</u> Computation of result for all students

f. <u>Reports / Statements:</u> Final Result statement, Marks Cards statement, Eligibility statement, Group wise / College wise result analysis Rank statement, Provisional degree certificate statement, Degree certificates and statement, Consolidated and Duplicate Marks Cards statement, Exam wise, student fail listing, Subject wise, highest marks listing.

g. <u>Closing of examination:</u> For all students, closing of examination for a given student, preparing data for next examination for all students after updating the Results announced later and the Revaluation / Re-totaling results. Preparing data for next examination for a given student.

h. <u>Utilities:</u> Defining access level for different users, indexing of data files, viewing of spooled reports, Tabulation error listing, Resetting of Tabulation error data, provision for result modification with strict audit trail, revaluation, re-totaling, etc.

7. SCOPE OF THE WORK item no-2 (Digital Evaluation Process):

University is willing to introduce Digital Valuation to all courses in phase by phase hence the following scope should be considered while implementing Digital Valuation process the scope of the work is mentioned below;

a) Along with the Scope mentioned in point no.6

b) Coding, cutting and scanning of answer booklet based QP code. Vendor is required to take care of the cutters, scanners and other coding stationaries required for coding / scanning process.

c) Deploy required number of employees for coding / scanning process.

d) Vendor is required to execute coding / scanning process of answer booklets at university specified valuation center. University shall provide working space, chairs, tables, UPS, printers, computer systems, networking. required for coding / scanning / evaluation process.

e) Vendor is required to assist the valuation center coordinators during valuation process.

f) Unique bar code should be given to each and every answer booklet before the scanning process.

g) Quality checking of scanned answer booklets before uploading.

h) Implementation of digital evaluation system to evaluate the scanned answer booklets.

i) Digital Evaluation System should be web enabled and should work based on IP / Mac ID. Software to have enough security procedures for foolproof operations. Recording of exceptional transactions are mandatory. Software should also have clear recovery procedure in case of data corruption

j) Vendor should take care of the online server, bandwidth required and other technical aspects to ensure smooth digital evaluation process.

k) Technical assistance should be provided to teachers during digital evaluation process. Dedicated help desk should be setup in the university premises.

l) Masking of front sheet of the answer booklet to hide the identity of the candidate.

m) QP pattern setup, preparation of answer booklets for digital valuation.

n) Provide provision / access for subject chairman to monitor and manage the valuation process. Real time reports of valuation should be provided.

o) Provide provision / access to monitor the digital valuation activities for Registrar (Evaluation). Software should be enabled with real time reports of valuation activities.

p) Software should limit daily quota of number of scripts to examiners.

q) Software should display question paper, evaluation scheme and guidelines for evaluation.

r) Software should provide access to administrator to add / modify the examiners on real time basis.

s) Software should be able to allocate / re-allocate the answer booklets to examiners on real time basis.

t) Software should support multiple valuations such as 1st, 2nd, RV and challenge valuation etc.

u) Software should generate examiner performance report.

v) Software should generate the TA / DA / Remuneration bills of the examiners as per university policy.

w) Software should generate various analytical reports of evaluation.

x) Decoding of answer booklets.

y) Provision to export photocopies of the students.

z) Any other work required to complete the entire result process of the candidates.

8. GENERAL TERMS AND CONDITIONS:

7.1 The work order or agreement issued to the client should be related to examination result processing only and should clearly indicate scope of the work.

7.2 Universities where OMR sheets are used to process the results will not be counted as University.

7.3 Universities where online / digital valuation are used to process the results will not be counted as University.

7.4 The software must be web enabled.

7.5 Due to unforeseen situation such as pandemic, the result processing methodology might change. There may be certain omissions of activities as mentioned in the scope of the project while there may be some additions also. In either case, the rate agreed between the university and vendor shall be considered without any change for the payment purpose.

7.6 Should have experience of using Imaging Technology comprising of Bar Codes / OMR / OCR and ICR for University Automation in the area of answer book scanning, Re-totaling, etc.

7.7 Fluency in multiple operation system is required.

7.8   The Bidder have basis knowledge of Software & Hardwar systems.

7.9   Should be able to visualize such systems, which will contribute to the improved performance of the University.

7.10 In general, the vendor selected for providing service should be knowledgeable enough to answer all type of queries as requested by Vice-Chancellor / Registrar / Registrar (Evaluation) regarding computer / computerization / software / hardware / network / internet and training related to Examination Automation.

7.11 The Financial bid of those vendors who qualify in technical evaluation will only be opened.

7.12 Service Providers will be selected under Quality-and Cost-Based Selection (QCBS) as mentioned in the technical evaluation section. For details see SL. No.- 8. (Technical evaluation.)

7.13 For examination automation related work, rates shall be quoted per active student for each annual / semester exam (both in words and figures). Number of subjects varies according to courses and also for fresh / repeater students. Bidder is to take this issue into consideration and arrive at one single rate while submitting the financial bid.

7.14 The University shall provide required number of hardware, including servers, desktops, printers, networking items with required bandwidth of internet connections, work space and power connection. Any damage to the deployed hardware is the responsibility of the vendor only.

7.15 The profile of the company and Bio data of important personnel who will form part of the implementation team at the University is to be enclosed along with the Technical Bids.

7.16 A client list with contact name, phone numbers and details of support provided is to be enclosed along with the tender form. If required, the vendor shall organize a visit of university officials to these locations so as to assess the vendor's capability.

7.17 The successful bidder shall require to execute an agreement on a stamp paper of the value of Rs.200/-. as specified by the University. The University is empowered to include the terms and conditions in the agreement copy (if any).

7.18 The period of contract shall be for three years only comprising of six semester examination from the date of signing of the contract unless terminated earlier for whatsoever reasons. Therefore, bidder must clearly access the quantum of work before quoting the rate for three years.

7.19 The Bidders may modify or withdraw its Bids after the tender's submission, provided that return notice of the modification or withdrawal is received by the University prior to the deadline prescribed for submission of Bids.

7.20 The rate quoted shall be exclusive of applicable taxes. Once the rate has been tendered to the University no change /modification will be entertained for any cause whatsoever.

7.21 Notwithstanding anything contained in KTPP Act and Rules, University reserves the right to modify the quantity or cancel whole Tender. The University does not pledge itself to accept the lowest or any tender and also reserves to itself the right

of accepting the whole or any part of the Tender or portion of the quantity offered against any item and you shall supply the same at the rate quoted. The University further reserves to itself the right of accepting or otherwise any of the conditions stipulated by the Bidder.

7.22 The Bidder shall engage only such workers, whose antecedents have been thoroughly verified, including character and police verification and other formalities. The Contractor shall be fully responsible for the conduct of his staff.

7.23 The Bidder is directly responsible for the wages (Salary, PF, Medical/other facilities) of the employees deployed for the execution of the project. University is not responsible for the same.

7.24 The entire work intended to be tendered is of confidential in nature. Hence absolute accuracy and confidentiality should be maintained by the successful Bidder. The successful Bidder must sign a Non-Disclosure Agreement (NDA) with the University. The format of the proposed NDA (Non-Disclosure Agreement) is as per the Annexure VII

7.25 Bidders must sign and enclose the declaration and penalty clause declaration as per Annexure VI and Annexure V along with the technical Bids.

7.26 Any dispute shall be dealt in the courts of Belagavi jurisdiction.

9. TECHNICAL EVALUATION:

Service Providers will be selected under Quality-and Cost-Based Selection (QCBS). The minimum technical score required to pass / Qualify is: 75 Points [$Sf = 100 \times Fm/F$, in which Sf is the financial score, Fm is the lowest price, and F the price of the proposal under consideration]. The weights given to the technical and Financial Proposals are: T= 0.75 and P = 0.25

Sl. No.	Particulars	Range	Points
1	Direct working on University examination software	>= 1 and <= 2 years	5
		>= 3 and <= 5 years	10
		>5 and <= 10 years	15
		> 10	**20**
2	Projects executed in state / central universities (excluding joint venture/ Consortium)	>= 1 and <= 2	5
		>= 3 and <= 5	10
		>5 and <= 10	15
		> 10	**20**
3	Examination automation on "Outsourced" basis including result computation at universities	>= 1 and <= 2	5
		>= 3 and <= 5	10
		>5 and <= 10	15
		> 10	**20**
4	Implementation Methodology	(based on documents submitted as part of technical bid)	**20**
5	ISO Certificates	ISO 9001-2008	**5**
		ISO 27001	**5**
6	Consolidated turnover	>= 1 and < 5 Cr	5
		>= 5 and < 10 Cr	5
		>= 10 Cr	**10**

Minimum score for eligibility in technical evaluation: 75 / 100. The Vice-Chancellor, Rani Channamma University, Belagavi reserves the right to accept or cancel the tender in full or part thereof.

Annexure – I
Technical Bid

Tender for "Examination Process Management System comprising of examination management, result processing and convocation related report generation on out-source basis"

Sl. No.	Particulars	Details
1.	Name of the firm	
2.	Year of Establishment	
3.	Present Office address	
4.	Phone No. / Mobile No. Fax No. / e-mail	
5.	Owner/Partner/Directors Name & Address	
6.	Type of ownership of the firm (Ownership/Partners/Limited etc.)	
7.	PAN Number GST Number	
8	Company/Firm Registration Certificate	
9.	Minimum of two years of actual and direct working experience related to universities examination automation in State / Central govt. universities (Excluding Joint Venture/ Consortium).	
10.	Executed University examination automation projects including result processing at least in two State / Central govt. universities (Excluding Joint Venture/ Consortium).	
11.	Experience of executing examination automation on "Outsourced" basis including result computation at least in two State / Central universities (Excluding Joint Venture/ Consortium).	
12.	Non-Black Listed Certificate from Notary	
13.	Minimum of two Purchase Orders of worth more than one crore per year in managing Examination Automation Software on "Outsourced" basis including result computation at state / central government universities	
14.	Technical Capability for printing of Marks Card along with photo on chip embedded Marks Card with Near Field Communication (NFC) OR by using QR Code technology with digital security and secure database.	
15	Financial turnover during previous three financial year (2018-19, 2019-20 and 2020-21)	
16	ISO 9001 and ISO-27001 certificates	
17	Valid running work order for carrying out examination automation work on "Outsourced" basis including result computation at least in two state / central government universities	
18	Name of the first client university, year of obtaining first order with documentation	

Annexure – II

List of University Clients

Sl. No.	University Name	Location	Type of University (State / Central)	No. of students / Semester	First year of working for the client	Last year of working for the client
01						
02						
03						
04						
05						
06						
07						
08						
09						
10						
11						
12						
13						
14						
15						

Annexure – III
List of University Clients where work is carried out on "Out sourced" basis

Sl. No.	University Name	Location	Type of University (State / Central)	First year of working for the client	Last year of working for the client
01					
02					
03					
04					
05					
06					
07					
08					
09					
10					
11					
12					
13					
14					
15					

Annexure – IV
FINANCIAL BID

(Only for information, this format should not be uploaded as part of tender document)

Tender for "Examination Process Management System comprising of examination management, data entry, tabulation of marks, result processing and printing of marks cards, printing of passing certificate, printing of convocation, printing of ledger copy, convocation related report and other report generation on out-source basis"

Sl. No.	Description	Rate
01	The entire activity as per the scope of the work mentioned in point no. 6, including carrying out the activities related to examination on a turn-key basis such as setting up of regulations, coding of scripts, generation of TA/DA and remuneration bill of examiners, data entry and tabulation of marks, result computation, result hosting on internet, and printing / generation of ledger copy, printing of marks card, printing of passing certificate, printing of convocation, generation of convocation related reports and other reports. (Per student per examination / semester) Note: Rate quoted shall be exclusive of applicable taxes.	
02	The entire activity as per the scope of the work mentioned in point no. 7, including carrying out the activities related to examination on a turn-key basis such as setting up of regulations, coding of scripts, digital valuation process, generation of TA/DA and remuneration bill of examiners, data entry and tabulation of marks, result computation, result hosting on internet, and printing / generation of ledger copy, printing of marks card, generation of convocation related reports and other reports. (Per student per examination / semester) Note: Rate quoted shall be exclusive of applicable taxes.	
03	Printing of duplicate marks card / passing certificate / degree certificate / re-computation of result due to RV / RT / CV, etc. Note: Rate quoted shall be exclusive of applicable taxes.	

Note: Rate quoted shall be exclusive of applicable taxes,
Place:
Date:
Signature
Name and Address of the Bidder with Seal

Annexure – V
PENALTY IN CASE OF THE DEFAULT.

1. The event of failure on the part of the service provider to execute the work according to the schedule at agreed in the agreement and to the satisfaction of the University shall be dealt with by the University by imposing a penalty. In case of delay in the **execution of work, a penalty will be imposed on the service provider on the recommendations of the committee constituted by the University** under such circumstances.

2. In case of a refusal to execute the work by the successful bidder, the security deposit shall be forfeited.

I/We_____ (Name of the Bidder)

Proprietor/Partner/Director hereby undertake to supply stores conformation to your Tender Enquiry specification and abide all Terms and Conditions of the Tender document.

Thanking you,

Yours sincerely,

Authorized Signature [In full and initials]:

Name and Title of Signatory:

Name of Firm:

Annexure – VI
DECLARATION
(On the letterhead of the bidder)

Date: Tender Reference No.

To
Registrar (Evaluation)
Examination Section
Rani Channamma University, Vidya Sangama,
P B R H - 4, Belagavi - 591156. Karnataka. India.

1. We confirm that we shall abide by all the terms and conditions contained in the tender document.
2. All the details mentioned in our Bids (Technical & Commercial) responses are true and correct and if there are misrepresentations of facts on any matter at any stage, competent Authority of the University has the right to reject the proposal and disqualify us from the process.
3. We hereby acknowledge and unconditionally accept that University can at its absolute discretion apply whatever criteria, if deems appropriate for short listing of bidders.
4. We also confirm that we have noted the contents of the enclosed documents forming part of it and have ensured that there is no deviation in filling our offer in response to the Tender. The University shall have the option to disqualify us in case of any such deviations.
5. We have enclosed all the relevant documents as mentioned in the Tender document
6. I/We hereby declare that I/we have quoted rates in Financial Bid after careful study of Terms and Conditions of Tender Documents.
7. We solemnly declare that we have attached all the documents mentioned here above and mentioned in the tender. We also understand that non-compliance of any documents will be treated as non-respective tender and we will lose our claim to participate in the tender enquiry automatically and our Bids will be liable to rejected.

Thanking you,
Yours sincerely,

Authorized Signature [In full and initials]:

Name and Title of Signatory:

Name of Firm:

Annexure – VII
NON-DISCLOSURE AGREEMENT

THIS AGREEMENT is made on **[Month, day, year]**

BETWEEN

1. **[Party A],** ("Party A"); and
2. **[Party B]**,("Party B"),

Collectively referred to as the "Parties".

RECITALS

Each undersigned party (the "Receiving Party") understands and acknowledges that the other party (the "Disclosing Party") has disclosed or may disclose information relating to [ ], which to the extent previously, presently, or subsequently disclosed to the Receiving Party is hereinafter referred to as "Proprietary Information" of the Disclosing Party.

OPERATIVE PROVISIONS

1. In consideration of the disclosure of Proprietary Information by the Disclosing Party, the Receiving Party hereby agrees: (i) to hold the Proprietary Information in strict confidence and to take all reasonable precautions to protect such Proprietary Information (including, without limitation, all precautions the Receiving Party employs with respect to its own confidential materials), (ii) not to disclose any such Proprietary Information or any information derived therefrom to any third person, (iii) not to make any use whatsoever at any time of such Proprietary Information except to evaluate internally its relationship with the Disclosing Party, and (iv) not to copy or reverse engineer any such Proprietary Information. The Receiving Party shall procure that its employees, agents and sub-contractors to whom Proprietary Information is disclosed or who have access to Proprietary Information sign a nondisclosure or similar agreement in content substantially similar to this Agreement

2. Without granting any right or license, the Disclosing Party agrees that the foregoing shall not apply with respect to any information after three years following the disclosure thereof or any information that the Receiving Party can document (i) is or becomes (through no improper action or inaction by the Receiving Party or any affiliate, agent, consultant or employee) generally available to the public, or (ii) was in its possession or known by it prior to receipt from the Disclosing Party as evidenced in writing, except to the extent that such information was unlawfully appropriated, or (iii) was rightfully disclosed to it by a third party, or (iv) was independently developed without use of any Proprietary Information of the Disclosing Party. The Receiving Party may make disclosures required by law or court order provided the Receiving Party uses diligent reasonable efforts to limit disclosure and has allowed the Disclosing Party to seek a protective order.

3. Immediately upon the written request by the Disclosing Party at any time, the Receiving Party will return to the Disclosing Party all Proprietary Information and all documents or media containing any such Proprietary Information and any and all copies or extracts thereof, save that where such Proprietary Information is a form incapable of return or has

been copied or transcribed into another document, it shall be destroyed or erased, as appropriate.

4. The Receiving Party understands that nothing herein (i) requires the disclosure of any Proprietary Information or (ii) requires the Disclosing Party to proceed with any transaction or relationship.

5. Each party further acknowledges and confirms to the other party that no representation or warranty, express or implied, is or will be made, and no responsibility or liability is or will be accepted by either party, or by any of its respective directors, officers, employees, agents or advisers, as to, or in relation to, the accuracy of completeness of any Proprietary Information made available to the other party or its advisers; it is responsible for making its own evaluation of such Proprietary Information.

6. The failure of either party to enforce its rights under this Agreement at any time for any period shall not be construed as a waiver of such rights. If any part, term or provision of this Agreement is held to be illegal or unenforceable neither the validity, nor enforceability of the remainder of this Agreement shall be affected. Neither Party shall assign or transfer all or any part of its rights under this Agreement without the consent of the other Party. This Agreement may not be amended for any other reason without the prior written agreement of both Parties. This Agreement constitutes the entire understanding between the Parties relating to the subject matter hereof unless any representation or warranty made about this Agreement was made fraudulently and, save as may be expressly referred to or referenced herein, supersedes all prior representations, writings, negotiations or understandings with respect hereto.

7. This Agreement shall be governed by the laws of the jurisdiction in which the Disclosing Party is located (or if the Disclosing Party is based in more than one country, the country in which its headquarters are located) (the "Territory") and the parties agree to submit disputes arising out of or in connection with this Agreement to the non-exclusive of the courts in the Territory.

[Party A]   **[Party B]**

By: _____   By: _____

Name: _____   Name: _____

Title: _____   Title: _____

Address: _____   Address: _____

Date: _____   Date: _____

DISCLAIMER STATEMENT

The information contained in this Tender Document has been prepared solely for the purpose of providing information to the interested parties, and is not in any way binding on Rani Channamma University. This Tender Document is not an Agreement and is not an offer or invitation to any other party. The purpose of this Tender document is to provide bidders with information to assist the formulation of their proposal submission. By accessing this Tender Document, you agree that Rani Channamma University will not be liable for any direct or indirect loss arising from the use of the information and the material contained in this Tender Document. Please check with the Rani Channamma University office about the conditions applicable. Your access to it does not imply a license to reproduce and / or distribute this information and you are not allowed to any such act without the prior approval of Rani Channamma University. This Tender document does not purport to contain all the information Bidders may require. Each bidder should conduct its own investigation, analysis, and should check the accuracy, reliability and completeness of the information in this Tender document and obtain independent advice from appropriate sources. Rani Channamma University may in their absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this Tender document.