

Venue: Conference Hall
Room No. 707, A-24/25, Sector-62
NOIDA, U.P. 201301

Last date & time of submission of sealed tender is on 04.05.2018 at 2:00 P.M.
Opening Date & Time of the Tender is on 04.05.2018 at 2: 30 P.M.

NATIONAL INSTITUTE OF OPEN SCHOOLING (NIOS)

**(An Autonomous Institution Under the Department of School Education & Literacy) MHRD, Govt. of India
A-24/25, Sector-62, NOIDA-201301**

TENDER DOCUMENT

Subject: Empanelment of Computer Data Processing Agencies situated in Delhi and NCR (Gurgaon, Faridabad, Ghaziabad, NOIDA and Greater NOIDA) for the Post Examination (Result) Processing and Collation Work for D.El.Ed. Examination of NIOS.

1. Sealed Tenders are invited for the Post-Examination Result Processing and Collation work for D. El.Ed. Examination separately from reputed and eligible Computer Data Processing Agencies for empanelment.
2. The Tender proforma consisting of Technical and Financial bids which are to be filled and sealed in separate envelope super scribed **“Technical Bid” and “Financial Bid” for Post Examination (Result) Processing/ Collation Work for D.El.Ed. Examination of NIOS**
3. The duly filled in Technical bid must be accompanied with requisite Tender Processing fee and EMD.
4. Both the bid i.e. Technical bid and Financial bid should be packed, sealed and submitted together in another envelop superscripted the **“Tender for Post Examination (Result) Processing and Collation Work for D.El.Ed. Examination”** and put in the Tender box kept at the Evaluation Department on the following address:

Sealed Tenders duly completed in all respects should be addressed to:

“The Director (Evaluation)
National Institute of Open Schooling (NIOS)
A-24/25, Sector-62
NOIDA, U.P. -201301”

Tender documents consists of the following.

1. Tender Document consisting of 10 no. of pages
2. Annexure-I(1-3): Proforma for Technical Bid for Post Examination Result Processing and Collation Work.
3. Annexure-II/1 : Proforma for Financial Bid for Post Examination Work.
4. Annexure-III/4 : Proforma for Financial Bid for Post Examination Collation work.

National Institute of Open Schooling (NIOS)

BRIEF DETAILS ABOUT THE WORK

Nature of work, volume of work, period, duration of contract and the scope of work are mentioned below for computerization of post examination result processing and collation work for D.El.Ed. Examination of NIOS.

Nature of work

- (1) Post Examination Result processing work (Main agency)- **C-1**
- (2) Post Examination Result Collation work (Collation agency)-**C-2**

A. Volume of Work

Approx. Fourteen Lakh number of candidates in a single examination twice in a year.

B. Estimated annual value of the work & EMD

S. No	Work Details	Amount (Rs.)	EMD (Rs.)
1.	Post Examination Result processing Work (C-1)	40,00,000/-	1,00,000/-
2.	Post examination Result Collation Work (C-2)	10,00,000/-	25,000/-

C. Tentative Period during which the work is to be done (Post-examination):

- (1) Post Examination Result processing and collation work
 - i) April-May, 2018
 - ii) November-December, 2018
 - iii) February-March, 2019
 - iv) April-May, 2019
- (2) Printing of Marks-Statement and Pass Certificates for successful candidates by Main Agency at the end of the completion of the course i.e. in the month of March-April, 2019

D. Duration of contract

For a period of two (02) years which will cover four Public Examinations starting from April 2018 till completion of the Project or two years from the date of the contract whichever is earlier. However, the performance of each examination will be assessed by the Evaluation Department for awarding the work of next examination.

E. Facility and inputs to be provided by NIOS

- (1) Pre Examination Data
- (2) Original copy of OMR or ICR Award Sheets
- (3) Procedure of Result Processing work
- (4) Old master of result
- (5) Admission data with Photograph

- (6) Moderation details subject-wise
- (7) Data details of result to be kept in R.L. and R.W.
- (8) Stationery for printing of Mark-Sheets and other Certificates

F. Scope of the work for the agency:

(i) Post Examination (Result) Processing – Main Agency (C-1)

The following activities and printing of reports are involved in the result processing of National Institute of Open Schooling Public Examinations for D.El.Ed. Programme.

1. The Agency has to develop a programme to process the result on the format of NIOS and to use/modify the programme used by NIOS as per requirements of the work from time to time by NIOS.
2. Punching/Scanning and verification of Theory OMR Award Lists which are computerized as well as hand written.
3. Punching/Scanning and verification of Practical OMR Award Lists which are computerized as well as hand written.
4. Scanning and verification of OMR Award Lists/Manual Award.
5. Printing of missing Serial numbers of Award Lists
6. Validation of Records/Awards (duplicate check, more than maximum, invalid, subjects/awards etc.).
7. Printing of missing lists (three levels).
8. Check-list of hand written Award(data on CD)
9. Printing of edit lists (Three levels) including master missing, duplicate/missing/invalid awards, extra subjects and invalid subject combination etc: (data on CD).
10. The reports will have to be supplied after removing the carbon papers
11. Updation of edit lists.
12. Printing of pre-moderation statistics, based on subject results.
13. Collation of Awards data.
14. Printing of collation discrepancies and updating the same.
15. List of extreme cases.
16. Preparation of test data.(STR)
17. Result Processing on test data. (STR)
18. Final result Processing on actual data under the criteria/conditions to be provided by NIOS.
19. Declaration of Result Later (RL)/Result Withheld (RW) cases, on the basis of Awards/decision provided by NIOS.
20. Modifying software for result processing, whenever necessitated by change in the scheme of Examination of National Institute of Open Schooling.
21. Merging of old master with current result to make current master.
22. Updating of old master
23. Maintenance of image file of ICR/OMR Awards.
24. The data stored will be the property of NIOS and the Agency will have to supply a copy of the updated data file on CD as and when required by NIOS. Data will not be erased without written permission of NIOS.

25. The Agency should have Laser Printers with printing capacity of at least 30-40 pages per minute. The Agency should also have Line Printer(s) Line Matrix Printer (s)/ Scanner (ICR/OMR).
26. The Agency will be required to supply as many number of check lists and updates as may be required till all mistakes are removed to the entire satisfaction of NIOS on the basis of records provided for the work.
27. The data checking will be the sole responsibility of the Agency.
28. The check list will have to be supplied to NIOS immediately after data scanning and punching, manual checking, updation are required and before supplying the check list/output file, the Agency will have to ensure 100% accuracy of the input data. Only discrepancies will have to be referred to NIOS.
29. The errors other than document's errors shall be the responsibility of the Agency and shall be treated as mistake.
30. The reports will have to be prepared as per instructions of NIOS in the formats given/approved by NIOS after getting clearance in writing from NIOS and will have to ensure 100 percent accuracy.
31. The Agency will have to supply upto three (03) copies of each report wherever number of copies required is not mentioned.
32. The Agency has to provide CD's of image files of ICR Awards/OMR Awards & final result data file to NIOS.
- 33. Printing of Marks-Statement and Pass Certificates with scanned photographs (B/W) and barcode / QR Code of successful candidates after the conduct of fourth / final semester examination within one month after the declaration of the result.**

Final Report

Printing of Gazette:-

- (a) Roll Number wise (One copy)
- (b) Region-wise (One copy)
- (c) Printing of Mark-Sheets with scanned photograph(B/W) and barcode/QR code of all candidates appeared, with Laser Print.
- (d) Printing of Result Later /Result Withheld cases (separately)
- (e) Printing of list of Roll nos. of Pass candidates.
- (f) Statistical reports as desired.
- (g) Processing & declaration of correction/re-checking results revised result of re-evaluation.
- (h) Declaration of Result Later (RL)/Result Withheld (RW) cases, on the basis of Awards/decision provided by NIOS.
- (i) Modifying software for result processing, whenever, necessitated by change in the scheme of Examination of National Institute of Open Schooling.

(ii) Post Examination (Result) collation – Collating Agency (C-2)

The following activities and printing of reports are involved in the collation processing of National Institute of Open Schooling Public Examinations for D.El.Ed. Programme.

1. Punching, checking and verification of Theory OMR Award List/Hand Written Awards.
2. Punching, checking and verification of Practical OMR Award List/Hand Written Awards.
3. Printing of missing Serial number of Award List.
4. Validation of Awards (duplicate check, more than maximum etc.)

5. Printing of missing lists (three levels)
6. Printing of computerized Checklist of Hand Written Award.
7. Providing the final computerized data of Award on C.D. for collation.
8. Collations of Awards with the computerized data to be provided by NIOS.
9. Intimation of discrepancy cases on soft copy and hard copy (three part)

NOTE (For job C-1 and C-2 wherever applicable)

1. Computer stationary of the printing works is to be provided by the firm itself.
2. The scanning and printing of photograph on Marks-Sheet and Final Certificate should be in Black & White.
3. The stationery for printing of Marks-Statement and Pass Certificate will be provided by NIOS.
4. The Awards to be punched/scanned by the Agencies will be provided by NIOS.
5. The rates quoted are all inclusive and no extra charges like Taxes, Levies, stationery, transportation and conveyance will be entertained for any purpose in the final claim.
6. The rate quoted should be inclusive of all.

G. Selection Procedure

1. The Technical Bid of the tender will be opened in the presence of Authorized Representative of the Agency if attended to and would be evaluated as per the eligible criteria given in the Tender Document. Financial Bid of only technically qualified Agencies will be opened.
2. The tender from the Computer Agency situated in Delhi and NCR (Gurgaon, Faridabad, Ghaziabad, NOIDA and Greater Noida) only are eligible and considered if otherwise found eligible.
3. There shall be an empanelment of three Agencies for C-1 Job and 2 Agencies for C-2 Job for allotment of the above work on L-1 rate only.
4. The allotment of C-1 and C-2 job shall be allotted to separate agencies as per requirement and decision of the NIOS.
5. The official of NIOS may visit the site of the Agency applied for the tender to counter verify the physical facilities and manpower available with Agency in order to satisfy the requirements of NIOS.
6. In case of a new Agency is selected for C-1 job, the said Agency shall have to prepare System Test Run (STR) within 15 days of time from the data given to the Agency before allotment of the work. In case the Agency fails to prepare the STR as per the requirement of NIOS, the next Agency in the panel shall be assigned the work.

TERMS AND CONDITIONS

1. The bid should be submitted in two separate sealed envelopes under two Bid system. The first bid should contain the Technical Bid in the format enclosed at Annexure-I accompanied with tender Processing fee and EMD. All the bid papers should be duly signed and stamped on each page by the authorized signatory of the bidder. The second envelop should contain Financial bid in the format enclosed at Annexure-II.
 - (a) Both the envelop should be super-scribed in bold letters with the statement "Technical Bid" or "Financial Bid" as the case may be.
 - (b) Finally, the above mentioned two envelopes should be sealed in a single envelope & addressed to the **Director(Evaluation), NIOS, A-24/25, Sector-62, NOIDA-201309(U.P.) Super-scribed as " Bid for Empanelment of Computer Data Agency for post examination result processing and collation work for D.El.Ed. Examination of NIOS** and must reach on or before the closing time and date as indicated on top of the document.

2. The rates may be quoted separately as per the enclosed format Annexure-II for the nature of work indicated in Annexure-I.
3. The rates quoted by the agencies shall remain open for acceptance for a period of 90 days from the date of opening.
4. The agency which is bidding for the first time and has not done the job of the NIOS earlier will be required to complete System Test Run free of cost as per requirement and satisfaction of the NIOS within stipulated time frame with test data supplied by the NIOS. The NIOS will not pay any charges for the same, either for system designing, software development or processing, whatsoever.
5. The time schedule may be required to be adjusted as per requirement of NIOS and is to be observed strictly as per directions of NIOS from time to time, as the work of processing of results is time bound in nature. Any delay in supplying the desired report, on the part of the Agency would be liable for a penalty @ Rs. 2,000/- per day or upto 10% of the total value of the work whichever is higher to NIOS and the work order would be cancelled.
6. In case the Agency is not able to execute the job on time or to the entire satisfaction of NIOS, NIOS may allot the work to any other Agency at any time. The difference between the rates agreed to between NIOS and the third party, which would undertake such work shall be liable to be paid by the defaulting firm along with the penalty, if any, as imposed by NIOS.
7. The allotment of work will be for a period of two (02) years which will cover four Public Examinations starting from April 2018 till completion of the project. However, the performance of each examination will be assessed by the Evaluation Department for awarding the work of next examination. In case of the performance of the Agency is not satisfactory, the work of the next examination will be awarded to the next Agency in the panel.
8. The successful Agency to which the work is to be allotted will be required to deposit 10 percent of the total value of the work for one year as Security in the form of a Bank Guarantee or Demand Draft valid upto 60 days after the validity of the contract of the desired work. This amount shall be liable to be forfeited in whole or part in case of non performance or breach of any clause by the Agency. NIOS decision shall be final & binding on the Agency.
9. The Tender submitted must be accompanied alongwith, EMD amounting to Rs.1,00,000/- (Rupees One Lakh only) for the activities for post examination result processing work (C-1) and Rs.25,000/- (Rupees Twenty Five Thousand only) for collation work (C-2) through a Demand Draft separately prepared against each item in the favour of the SECRETARY, NIOS, payable at NOIDA which is refundable after the finalization of the selection process.
10. The successful Agency shall have to enter into an agreement after acceptance of the work as per Terms and Conditions stated in the Tender Document on Non-Judicial stamp paper of Rs. 100/-, if considered, for allotment of the work.
11. The Agency shall be required to undertake full responsibility of the safe custody and to maintain secrecy of documents/reports supplied by the NIOS at all stages. Each document and data given by NIOS will have to be kept strictly confidential and no part of it shall be divulged to any person at any point of time without written authorization from NIOS. In case of lapse, the Agency will be fully responsible for the consequences and damages caused to NIOS due to negligence.
12. The agency will arrange for collection of input documents/data from the NIOS office and return the same along with the output reports at the NIOS office without any extra charges.
13. In the event of any doubt arising on the interpretation of provisions, practices and rules, the decision of the Chairman, NIOS will be final and binding to all.
14. Any dispute arising out of the application of these provisions, practices and rules or matters arising out of them will be decided by the independent arbitrator to be appointed by the Chairman, NIOS.
15. NIOS reserves the right to reject any or all the quotation or to accept rates of any of the agency whether they are lowest or not, without assigning any reason.

16. Force Majeure

Any delay due to Force Majeure will not be attributable to the tenderer. Force Majeure events shall mean one or more of the following acts or events: Acts of God or events beyond the reasonable control of the tenderer which could not reasonably have been expected to occur, such as exceptionally adverse weather conditions, lightning, earthquake, cyclone, flood, volcanic eruption or fire or landslide; Radioactive contamination or ionizing radiation; Strikes or boycotts (other than those involving the tenderer or its employees/representatives or attributable to any act or omission of any of them) interrupting supplies and services of the Project for a period exceeding a continuous period of 7 (seven) days; An act of war (whether declared or undeclared), invasion, armed conflict or act of foreign enemy, blockade, embargo, riot, insurrection, terrorist or military action, civil commotion or politically motivated sabotage which prevents the tenderer to Supply the services to NIOS for a continuous period of 7 (seven) consecutive days. In such event, NIOS shall extend the scheduled period of delivery appropriately.

PENALTY CLAUSE

1. Any delay in supplying the desired report, on the part of the Agency will be liable for a penalty @ Rs. 2,000/- per day to NIOS for delay, the work order may be cancelled and Agency will have to bear the extra cost incurred by NIOS on execution of allotted work from any other sources.
2. In case the Agency is not able to execute the job on time or to the entire Satisfaction of NIOS, the Chairman, NIOS may allot the work to any other Agency at any point of time without assigning any reason. The difference between the rates agreed to between NIOS and the Third Party, which would undertake such work shall be liable to pay by the defaulting firm along with the penalty, if any, imposed by NIOS.
3. For any error in the Result Processing or poor quality in printing of Mark-Sheet and other certificate, a suitable penalty may be imposed by NIOS which may go upto 10% of the total value of the work.
4. Any mistake in the Processing/Collation Work or in the result work will be the sole responsibility of the Agency and the Agency will have to bear the cost of any liability arising out from the mistake/negligence in execution this work. In case of serious mistake/repeated mistake or negligence, NIOS reserves the right to cancel the contract and forfeit the security deposit at any point of time. The Agency may also be black listed and debarred for considering such work in future for a period of five (5) years from the date of blacklisting.

(A) Eligibility Criteria for Post Examination Result Processing Work (C-1)

1. The Tender from the Computer Agency situated within Delhi and NCR (Gurgaon, Faridabad, Ghaziabad, NOIDA and Greater Noida) shall only be accepted.
2. Minimum requirement of technical infrastructure.

	Minimum Requirement
a) Computers (Pentium Series)	30 Nos
b) Scanners(heavy duty)	05 Nos
c) Laser Printer(30-40 copy per minute)	07 Nos
d) Line Printer(heavy duty)	02 Nos
3. Minimum Staff Requirement
 - a) Permanent (Including technical staff) - 20 (List be enclosed)
 - b) Contractual (Including technical staff) - 20 (list be enclosed)
4. Requirement of minimum office space - 5000 Sq. feet.

5. The firms should have Minimum 5 years experience with proven track record of Post Examination result processing of Education Boards/Universities.
6. The firm should attach Performance Certificate regarding successful execution of similar job from at least three Boards/Council/Universities obtained during last five (5) years.
7. Experience of technical expertise and adequate infrastructure to handle scanning work, and processing of ICR Award/OMR award List.
8. The firm's turnover should be Minimum **Rupees Four Crores** per annum in each year during the last three financial years.
9. The statement of PF/ESI showing staff strength should be submitted along with the tender.
10. Copy of Agency Registration Certificate and By-laws/MOU should be submitted along with the tender.
11. The Agency should be registered with GSTN (copy to be attached).
12. The Agency should be ISO certified in examination process.
13. The Agency should not be blacklisted/debarred by any Board/University/Govt. Department in the last five years. In this regard, an undertaking needs to be furnished by the Agency along with Technical Bid.
14. Copy of the Income Tax returns for last three years should be submitted along with the tender.
15. Copy of the Statement of Accounts of last three years (Balance sheet of 2014-15, 2015-16 & 2016-17) duly audited should be submitted along with the tender.
16. The firm may submit the list in support of permanent and contractual staff.
17. The Technical and financial bid should be filled on the prescribed Technical Bid & Financial Bid Proforma only.
18. The work will be carried out at its own premises of Agency and in no way sublet it to others.
19. The Agencies who are bidding for the first time and have not done the job of NIOS previously will be required to complete SYSTEM TEST RUN free of cost as per requirement and satisfaction of NIOS within stipulated time frame with test data supplied by NIOS. In case the Agency failed to do so, the next Agency in the panel shall be allotted the job.
20. The Tender Form received without Tender Processing fee and EMD or incomplete in any respect will not be accepted.

(B) Eligibility Criteria for Post Examination Collation work (C-2)

1. The Tender from the Computer Agency situated within Delhi and NCR (Gurgaon, Faridabad, Ghaziabad, NOIDA and Greater Noida) shall only be accepted.
2. Minimum requirement of technical infrastructure.

	Minimum Requirement
a) Computers (Pentium Series)	10 Nos
b) Scanners(heavy duty)	02 Nos
c) Laser Printer(30-40 copy per minute)	03 Nos
d) Line Printer(heavy duty)	01 Nos
3. Minimum Staff Requirement
 - a) Permanent (Including technical staff) - 05 (List with PF return/ESI to be enclosed)
 - b) Contractual (Including technical staff) - 10 (list be enclosed)
4. Requirement of minimum office space - 3000 Sq. feet.
5. The firms should have minimum five (5) years experience of handling various Boards/University as well as post examination work.
6. The firm should attach Performance certificate regarding successful execution of similar job from at least three Boards/Universities obtained during last 3 years.

7. Experience of technical expertise and adequate infrastructure to handle scanning work, and processing of ICR/OMR Award List.
8. The firm's turnover should be **Rupees one Crore** per annum during the last three years.
9. Copy of Agency Registration Certificate and By-laws/Memorandum of Association should be submitted along with the tender.
10. The Agency should not be blacklisted/debarred by any Board/University/Govt. Department at the time of bid submission.
11. The work will be carried out at its own premises of Agency and in no way sublet it to others.
12. Copy of GST Registration Certificate should be submitted.
13. Copy of the Income Tax returns for last three (3) years should be submitted along with the tender.
14. Copy of the Statement of Accounts of last three years (Balance sheet of 2014-15, 2015-16 & 2016-17) duly audited should be submitted along with the tender.
15. The firm may submit the proof in support of the permanent & contractual staff.
16. The Technical and Financial Bid should be filled on the prescribed Technical & Financial Bid Proforma only.
17. The Tender Form received without EMD or incomplete in any respect will not be accepted.
18. Each page of the tender document should be signed by the tenderer in token to accept all terms & conditions mentioned in the tender documents.

**TECHNICAL BID PROFORMA FOR POST EXAMINATION (RESULT) PROCESSING/
COLLATION WORK FOR D.EL.ED. EXAMINATION (C-1/C-2)**

(To be submitted in a separate sealed Envelope in NIOS Tender box super-scribed "Technical Bid".
Last date of submission on 04.05.2018 at 2:00 PM)

Date:

The Director (Evaluation),
NIOS, A-24/25, Sector-62,
Noida, U.P – 201309

Sir,

After having gone through the details as enlisted in the Tender Document for Post Examination Result Processing work for D.El.Ed. Examination, we accept all the Terms and Conditions and quote our lowest rates on the Financial Bid. The cost of the Tender Processing Fee of Rs.1000/- (Rupees One Thousand only) has been deposited with NIOS vide NIOS cash receipt/DD no_____ dated_____ along with EMD of Rs.1,00,000/-(Rupees One Lakh only) enclosed with Technical Bid for C-1 job Post Examination Result processing work or Rs. 25,000/-(Rupees Twenty Five Thousand only) for C-2 job for Post Examination Collation Work.

S.No	Items for Technical Bid	Details/Qty.
1.	Name & Address and Contact numbers of the Firm	
2.	Year of Establishment	
3.	Agency Registration details (Copy to be enclosed)	
4.	Type of Firm (Proprietary/ Private/Public/Govt.)	
5.	Total Turnover (year wise) details of last three years (Attach copy of audited Balance sheet of year 2014-15, 2015-16 & 2016-17)	

6.	Copy of Experience Certificate of Post Examination result processing work for the last five years (05) from three Boards / Council / University with the name of the organization(s), nature of job, volume of work and duration thereof to be enclosed. Note: Attach performance Certificate from the organization to whom you have rendered services. Please indicate telephone number and name of contact person for whom you have handled Examination Processing.	
7.	Details of computers and peripherals (please specify brand, year of purchase and commissioning)	
i	Computer (Pentium Series)	
ii	Scanners	
iii	Laser Printers	
iv	Line Printers	
8.	Whether applying to (please strike out which is not quoted) : (I) Post-Examination activities (Main Agency) for C-1 (II) Post-Examination activities (Collating Agency) for C-2	
9	Enclose copy of the Income Tax Returns	
10.	Enclose copy of Agency Registration Certificate	
11.	Enclose copy of Agency Goods & Service Tax Registration Certificate	
12.	Enclose List of permanent staff (including technical). Enclosed PF statement /ESI showing staff strength.	
13.	Enclose List of contractual Staff	
14.	Area of Office Space/ Rent Agreement/Ownership with proof	
15.	Details of Tender Processing fee (DD No., date, Amount and name of the Bank) Please attach Demand Draft with this annexure	
16.	Details of Earnest Money Deposit (DD No., date, Amount and name of the Bank) Please attach Demand Draft with this annexure.	
17.	Enclose Copy of Valid ISO certificates	
18.	PAN NO.	

Date:

Authorized Signatory
(With full name, designation and stamp)

Check List

S. No	Copy of the Document (Duly certified by the agency)	Remarks (Enclosed/Not Enclosed)
1.	Agency Registration Certificate	
2.	GST Registration Certificate	
3.	Audited account (balance sheet) of last three (03) years i.e. 2014-15, 2015-16 & 2016-17	
4.	Performance Certificate for successful execution of work for at least three (03) Boards / Council / University	
5.	Income Tax Return Certificate of last three (03) years i.e. 2014-15, 2015-16 & 2016-17	
6.	Proof of office premises	
7.	Copy of valid ISO certificate	
8.	Tender Processing Fee	
9.	Requisite EMD	
10.	List of permanent (with P.F. statement/ESI) and contractual staff	
11.	Support of Experience in conducting Minimum five (05) years of Post Examination Result Processing Work in Educational Board/Council /University Examination.	

Date:

Authorized Signatory
(With full name, designation and stamp)

**PRESCRIBED TENDER FORM FOR FINANCIAL BID FOR POST EXAMINATION (RESULT)
PROCESSING/COLLATION WORK FOR D.EL.ED. EXAMINATION (C-1/C-2)**

(To be sealed separately)

(To be submitted in a separate sealed Envelope in NIOS Tender box super-scribed "Financial Bid".
Last date of submission on 04.05.2018 at 2:00 PM)

Date:

The Director (Evaluation),
NIOS, A-24/25, Sector-62
Noida, U.P – 201309

Sir,

After having gone through the details in the tender document and the Terms and Conditions as enlisted in the Tender Document for Post Examination Result Processing/Collation Work for D.El.Ed. Examinations to be organized by the Institute, we accept all the Terms and Conditions of the tender and quote our lowest rates for the same as given below in prescribed proforma.

For Post Examination (Result) Processing (C-1) /Collation (C-2) Work		
S.No.	Item	Rate (All Inclusive)
1.	C-1 Post Examination Result Processing work including printing of Marks Sheet/Certificates of all the candidates (All activities as mentioned in the Tender Document)	Rs. _____ (Rupees _____) per candidate all inclusive
2.	C-2 Post Examination Collation Work (All activities as mentioned in the Tender Document)	Rs. _____ (Rupees _____) per candidate all inclusive

Extra Printing

Dot Matrix/Line Printer Printout Per candidate (in Rs.) all inclusive	A-4 / A-5 Size Laser Printout (Mark-Sheet/Pass Certificate) per Candidate (in Rs.) all inclusive

Place:

Date:

Authorized Signatory

(With full name' designation and stamp)