



राष्ट्रीय मुक्त विद्यालयी शिक्षा संस्थान  
National Institute of Open Schooling  
एनआईएसओ 9001 : 2015 प्रमाणित/ISO 9001 : 2015 Certified  
(स्कूल शिक्षा और साक्षरता विभाग, शि.मं., भारत सरकार के अंतर्गत एक स्वायत्त संस्था)  
(An Autonomous Institution Under Deptt. of School Education and Literacy, MoE., Govt. of India)

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F. No. NIOS/IT/SAP/ODE/TENDER/112420

31/01/2025

**TENDER FOR EMPANELMENT**

**POST EXAMINATION RESULT PROCESSING WORK OF NIOS-ULLAS**

The National Institute of Open Schooling (NIOS) provides several Vocational, Life Enrichment and community-oriented courses besides General and Academic Courses at the Secondary and Senior Secondary levels. It also does certification of the learner enrolled for ULLAS programme.

NIOS proposes to **draw a panel of agencies** proficient in the work of post examination result processing. Accordingly Sealed bids are invited by National Institute of Open Schooling (NIOS), A-24-25, Institutional Area, Sector-62, NOIDA from the eligible **firms capable of similar or identical activities of result processing, printing of certificates and packing & dispatch of certificates.**

The NIOS reserves the right to amend/withdraw any of the terms and conditions in the Tender Document or to reject the tender without giving any notice or assigning any reason. The decision of the Chairperson, NIOS in this regard shall be final and binding on all.

**Director (Evaluation)**

ए-24-25, इंस्टीट्यूशनल एरिया, सेक्टर-62, नोएडा-201309 (उ.प्र.) दूरभाष : 0120-4089800 फैक्स : 0120-2403172  
A-24-25, Institutional Area, Sector-62, NOIDA-201309 (U.P.) Phone : 0120-4089800 Fax : 0120-2403172 Website :  
www.nios.ac.in

**(IMPORTANT INFORMATION/DATES AND TIME)**

Amount of Earnest Money Deposit (EMD)	<b>Rs. 50,000/-</b> in shape of Demand Draft drawn on any Nationalized Bank in favour of Secretary, NIOS payable at NOIDA, U.P.
Performance Security	<b>Rs. 1,40,000/-</b> To be submitted by the successful bidders only
Bid Currency	Rupees/INR
Pre-bid Conference	<b>4<sup>TH</sup> February 2025/ 15.00 HRS</b> Conference Hall, 7th Floor, National Institute of Open Schooling (NIOS), A-24-25, Institutional Area, Sector-62, NOIDA
Bid Submission Start Date & Time	<b>31<sup>ST</sup> January 2025/ 15.00 HRS</b>
Bid Submission End Date & Time	<b>24<sup>TH</sup> February 2025/ 15.00 HRS</b>
Bid Opening Date & Time	<b>24<sup>TH</sup> February 2025/ 15.30 HRS</b>
Address for submission of bids	Reception Area, National Institute of Open Schooling (NIOS), A-24-25, Institutional Area, Sector-62, NOIDA
Tentative date & time for opening of Financial Bid of eligible Bidders	<b>To be intimated in due course.</b>

<b>1</b>	<b>GENERAL CONDITIONS</b>
1.1	The Tenderer must read carefully all the terms, conditions and specification before filling up the technical and the financial bid.
1.2	Bidder should take into account any corrigendum/addendum published on the Tender document before submitting their bids.
1.3	The Tenderer shall be bound by all terms, conditions and specifications as detailed in this tender document.
1.4	The Tenderer who are confident of executing the contract in time need only participate in this tender.
1.5	Canvassing in any form will be viewed seriously and if any bidder found to be resorting to such practice, the tender of such Company will be rejected.
1.6	Conditional Tenders will also not be considered and rejected.
1.7	Tender received after the closing date/time shall be summarily rejected.
1.8	In case of any clarification is required, the bidder may contact Assistant Director (Secret), National Institute of Open Schooling (NIOS), A-24-25, Institutional Area, Sector-62, NOIDA NIOS on any working day from 11.00 am to 4.00 pm.
1.9	<p><b>Signing of Agreement</b></p> <p>The successful Bidders have to sign an agreement with the institution immediately after accepting of lowest rate (L-1) on a non-judicial stamp paper of Rs. 100/- stating that the firm/agency will abide by all the general and specific terms and condition laid in the tender document on totally in letter and spirit. Failure, delay or evasion on the part of Bidder to execute the agreement within the stipulated period will lead to disqualification from the empaneled list.</p>
1.10	<p><b>The Earnest Money Deposit (EMD)</b></p> <p>EMD, as given in important information above, is to be kept in the Technical Bid Envelope along with the tender in shape of Demand Draft drawn on any Nationalized Bank in favour of Secretary, NIOS, payable at NOIDA, U.P. failing which the tender shall be rejected out rightly.</p> <p>The EMD amount will be returned to the unsuccessful bidders without any interest after completion of selection process and receipt of Performance Bank Guarantee from the successful bidder. <b>The EMD amount shall be forfeited in case the Bidder(s), who have quoted 'L-1' rate, back out to execute the work.</b></p>
1.11	<p><b>Performance/Bank Guarantee</b></p> <p>The successful bidders shall submit Performance/Bank Guarantee in the form of Demand draft/FDs of nationalized/scheduled commercial bank in favour of “<b>Secretary, NIOS, NOIDA</b>” of an amount as in important information above, valid for 60 days beyond the date of completion of all contractual obligation of supplier including warranty obligation from any scheduled commercial bank located in India at his own expense within 7 working days from the date of issue of Work Order of the Contract or prior to signing of the Contract whichever is earlier, failing which the work order will stand cancelled and EMD shall be forfeited.</p> <p>The performance security can be forfeited by order of the competent authority of the NIOS, in the event of any breach, negligence, or non-observance of any term or condition of the contract, for unsatisfactory performance, or for non-acceptance of the work order. On expiry of the contract, such portion of the said performance security, as may be considered sufficient by the NIOS, to cover any incorrect or excess payments made on the bills to the firm shall be retained until the final audit report on the account of the firm’s bill has been received and examined.</p>

1.12	<p><b>Exemption from EMD/Bank Guarantee</b></p> <p>The following types of Bidders shall be exempted from depositing EMD:  Micro and Small Enterprises (MSEs) as defined in MSE Procurement Policy issued by Department of Micro, Small and Medium Enterprises (MSME) or are registered with the Central Purchase Organization or the concerned Ministry or Department  Startups as recognized by Department for Promotion of Industry and Internal Trade (DPIIT)]</p> <p>However, the Performance Bank Guarantee shall be obtained from every successful bidder irrespective of their registration status etc.</p>
<b>2</b>	<b>METHOD FOR SUBMISSION OF BIDS</b>
2.1	The Bidder must quote their details and rates for undertaking the work in National Institute of Open Schooling (NIOS), A-24-25, Institutional Area, Sector-62, NOIDA on the enclosed prescribed tender proformas of <b>Technical Bid (Annexure-I)</b> and <b>Financial Bid (Annexure-II) only.</b>
2.2	Bids not in the prescribed proformas will be rejected.
2.3	The Technical bid should accompany requisite <b>EMD as mentioned in the important information above by way of Demand Draft in favour of “Secretary, NIOS payable at NOIDA.</b>
2.4	The bid proformas, duly filled in shall be sealed in two separate envelopes superscribed as <b>“TENDER FOR TENDER FOR POST EXAMINATION RESULT PROCESSING WORK OF NIOS-ULLAS” technical bid and financial bid respectively.</b>
2.5	Further, the <b>technical bid and financial bid</b> envelopes shall be placed in a one big envelop and sealed. The big envelope shall also be superscribed as <b>“TENDER FOR TENDER FOR POST EXAMINATION RESULT PROCESSING WORK OF NIOS-ULLAS”</b>
2.6	The envelope containing bids should be submitted in the tender box kept for the purpose in Reception Area, NIOS HQ, A-24/25, Institutional Area, Sector– 62, NOIDA, UP, <b>by the date given in the “IMPORTANT INFORMATION” on pre-page(s).</b>
2.7	Technical bids will be opened in the presence of the representatives of the bidders, if any, present at the time of opening of the Technical Bid.
2.8	The Financial Bids of only those bidders who will qualify in the Technical Bid will be opened, for which date, time and venue will be intimated separately.
<b>3</b>	<b>ELIGIBILITY CONDITIONS</b>
3.1	The bidder should be a company registered under the Indian Companies Act 1956.
3.2	The work place of the agency should be in Delhi or Adjoining Districts of Ghaziabad, NOIDA, Gurgaon or Faridabad only.
3.3	The bidders must have minimum office space of 5000 sq. ft. and must have sufficient storage facility and appropriate security measures for the safe custody of the Blank Stationery.
3.4	The Bidder must possess a valid PAN Card issued by IT Deptt. Government of India. A self-attested cop of PAN card must be submitted with the bid.
3.5	The Bidder must be registered under GST Act. A valid GST Registration Certificate duly self-attested must be submitted with the bid.
3.6	The bidder should participate as a single entity; no consortium or group of companies will be allowed.
3.7	The bidder should at least possess valid ISO certifications such as ISO-27001
3.8	Bids shall be accompanied by Earnest Money Deposit (EMD).

3.9	<b>Experience of at least 3 years</b> The Bidders must have at-least Three (03) years' experience with Proven track record of Post Examination Result Processing, Printing and dispatch works of education Boards/ University. Proof or Performance Certificate from the various organizations where services rendered needs to be submitted.	
3.10	<b>Experience of at least 3 similar projects</b> The Bidders must have successfully executed at least three similar projects (in Govt., PSU or renowned Pvt. Organization) in the past 5 years (2020 to 2024). Proof/Experience Certificate from clients detailing scope of work, contractual value and successful completion must be submitted with the bid.	
3.11	<b>Average Annual Turnover</b> The bidders should have an average annual turnover of at least Rs. Four Crores in the Financial Years 2021-22, 2022-23 and 2023-24 from software development services. A certificate duly attested/issued by CA, stating therein the turnover for mentioned years along with average turnover from the software development services must be mentioned.	
3.12	<b>Staff Requirement</b> Permanent (including technical staff): 10 personnel Other staff (skilled/ un-skilled): 20 personnel	
3.13	<b>Technical Infrastructure</b>	
	<b>S N</b>	<b>Name of Equipment</b>
	(a)	Computer (latest configuration)
	(b)	Scanner (Heavy Duty)
	(c)	Laser Printers (Heavy Duty) (capacity of at least 30-40 pages per minutes)
	(d)	Line Printers (Heavy Duty)
3.14	<b>Quantity</b>	
		25 Nos.
		05 nos.
		05 nos.
		04 nos.
3.14	The bidder should not have been black listed /delisted or banned /debarred by any agency /Govt. Department /Public Sector Undertaking. The bidder must submit a letter of declaration, to be executed on a non-judicial stamp paper of Rs. 100/-, duly notarized.	
3.15	The bidder should have proven capabilities for post examination result processing, printing of certificates, packing & dispatch of certificates and adequate infrastructure to handle scanning work and processing of ICR Award/OMR award list.	
3.16	None of the officer/employee of NIOS or his close relative shall have any stake in the bidding firm.	
<b>4</b>	<b>Scope of Work</b> <b>The general scope of work includes:</b>	
4.1	<b>Result Processing</b> This is a post examination result processing exercise in which the agencies will be provided the data in respect of the various examinees in the form on excel, csv or dbf etc. The agency will run validation checks and prepare the result on the basis of various criteria provided by NIOS. The result will be checked by the agency against all the parameters and the set of rules/criteria provided by NIOS. The Result will be provided by the agency to NIOS in the required format. Any statistical reports as required by NIOS in respect of the result will also be provided by the agency along with the result.	
4.2	<b>Printing of Certificates/Grade Sheets</b> In case NIOS desires and orders, the agency will print certificates/grade sheets on the stationary provided by NIOS using laser printers or any other identical technique.	

4.3	<p><b>Dispatch of Certificates/Grade Sheets</b></p> <p>In case NIOS gets printed the certificate/grade sheets, these will have to be dispatched to any address at Agency/District/States level. These certificates will have to be packed in a poly-pack (not more than 1500 certificates in a single packet), duly sealed and then packed in a corrugated carton with four strips.</p> <p>Address Labels will then be pasted on the boxes. After packing the parcels will have to be transported to the designated post office. All type of labour hiring, loading, unloading and transportation are included in this work. to Post Offices for booking of parcels containing certificates.</p> <p><b>(Postal charges under BNPL code shall be borne separately by NIOS)</b></p>
4.4	<p><b>Quantum and frequency of Work</b></p> <p>At present NIOS is processing result of around Fifty Lakh (50,00,000) learners annually. The result is usually processed twice every year in multiple batches in respect of a single or multiple states. However, NIOS may get result processed more than twice every year as per requirement.</p>
4.5	<p><b>Duration of Contract/Work</b></p> <p>NIOS will initially empanel the agencies for a period of three years which shall further be extendable for a period of two years (1+1) on year to year basis on satisfactory performance of the agency on the same rate and terms &amp; conditions and with the mutual consent of both the parties. <b>(3 years + 1 year + 1 year)</b></p>
<b>5</b>	<b>SPECIFIC CONDITIONS OF TENDER</b>
5.1	The entire post examination work is of high confidential in nature. Hence absolute accuracy and confidentiality is required to be maintained at all stages.
5.2	The successful bidder/agency must maintain high standard of confidentiality and only deal with the official/officer authorized by the Director(Evaluation), NIOS.
5.3	NIOS reserves the right to visit the premises if the technically qualified Bidder to inspect the infrastructure facilities on site before finalization of the bid and also during the period of the execution of the job to monitor the quality of the work. If any lapse is found, the authorities of the NIOS shall take such action, as deemed fit, which shall be final and binding.
5.4	Any work or part of the work must not be outsourced/sublet by the agency.
5.5	Bidders must have all the printing related facility at their premises. To protect the highly confidential nature of this job, outsourcing for printing is not allowed. The agency should have complete in-house facilities for the entire processes in processing and printing the result.
5.6	If, information and details furnished by Bidders are found to be false at any time in future or any information withheld, which comes to the notice of the institution at a later stage, the empanelment of such Bidder will be cancelled immediately and Performance Bank Guarantee will be forfeited.
5.7	Empanelment does not confer any right to receive orders, as placing of orders is subject to the requirement of the institution and at the sole discretion of the Institution.
5.8	NIOS will provide the design of "Grade sheet-cum-certificate" and thereafter Bidder will be responsible for the preparation of the art work, proof reading, typeset etc. and will have to obtain the necessary approval from the NIOS in respect of finalization of the design of "Grade sheet-cum-certificate" before execution of the work.
5.9	No additional payment will be made for typesetting, proof reading & preparation of "Grade sheet-cum-certificate". Preparation of art works/design of "Grade sheet-cum-certificate" shall be made as per the instruction given by the NIOS. No advance payment of whatsoever will be made for undertaking the work.

5.10	The quantities of Grade sheet cum certificates to be printed may vary depending upon the requirements of the NIOS from time to time. The Bidder shall, however, not print more than the quantities ordered for. If excess quantities over and above the given order is printed accidentally, those will be immediately informed and supplied to the NIOS without any cost) and with the undertaking that so such Grade sheet cum certificates are kept with the Bidder/Agency.
5.11	The institution (NIOS) shall have the right to get the stock of Grade sheet cum certificates checked and verified by its officer at any Time without notice at the premises of the Bidder/Agency.
5.12	Quantities of Grade sheet cum certificates as specified is tentative only which may Increase/Decrease as per the actual requirement.
5.13	The Bidder/Agency shall be responsible to make all arrangements to ensure complete security and secrecy with regard to storage, safe custody and timely dispatch of Grade sheet cum certificates.
<b>6</b>	<b>BID EVALUATION METHODOLOGY</b>
6.1	Envelope containing Technical Bid shall be opened first and the same shall be examined by a duly constituted Committee of the NIOS.
6.2	Financial Bids of only those bidders, who qualify in the Technical Bids, will be opened at a later stage.
6.3	The date of opening financial bids will be informed separately to the respective bidders separately before the opening of Financial Bids.
6.4	The institution will make a panel of Bidders on the basis of lowest (L-1) quoted rate. The Bidders will be required to give their consent/acceptance to the lowest (L-1) quoted rates. The Institution shall empanel maximum 03 agencies on L-1 rates. In case more than 3 bidders are agreeing to accept the L-1 rates, the bidders who have quoted the lower rates will be empaneled.
<b>7</b>	<b>TERMS OF PAYMENT</b>
7.1	No payment shall be made in advance on the basis of the order of award of work.
7.2	The payment will be made after satisfactory execution of the contract.
7.3	The successful bidder shall submit the bill along-with all supporting documents for sanction of the amount of bill and passing the bill for payment.
7.4	All payments shall be made by e-payment only.
7.5	The NIOS, shall be at liberty to withhold any of the payments in full or in part subject to recovery of penalties, if any.
7.6	The term 'payment' mentioned in this Para includes all types of payment due to the successful bidders arising on account of this contract excluding Earnest Money and Security Deposit governed by the separate clauses of the contract.
<b>8</b>	<b>VALIDITY OF THE BIDS</b> The bids shall be valid for a period of 90 days from the date of opening the financial bid. The contract shall commence from the date of consent of the firm to the terms and conditions.
<b>9</b>	<b>INTELLECTUAL PROPERTY</b> All data handed over to the bidders/agencies in pursuance of this tender and award of work shall be the intellectual property of NIOS and shall not be shared with any other person or entity by the successful bidders. Similarly, all output data and reports generated from the data provided by NIOS shall also be the intellectual property of NIOS and shall not be shared with any other person or entity by the successful bidders.

<b>10</b>	<p><b>CONFIDENTIALITY CLAUSE</b></p> <p>The successful bidder will treat all the Information/data of the NIOS as confidential information/data and shall not disclose such confidential information to any third party without the express prior written consent of the NIOS. The information supplied by NIOS to successful bidder shall be considered as confidential even if the same is available in public domain.</p> <p>Similarly, all output data and reports generated from the data provided by NIOS shall also be treated as confidential information and the same instructions will be applicable on it.</p> <p>The successful bidder shall take all reasonable care to ensure that intellectual property, privacy and confidentiality of the information/data are not compromised.</p> <p>The grade sheet contains sensitive and confidential information and must be kept securely under the bidders' safe custody until the printing is complete.</p> <p>Any deviation from confidentiality clause shall lead to serious penalties and legal consequences.</p>										
<b>11</b>	<p><b>RIGHT OF ACCEPTANCE</b></p> <p>The NIOS reserves the right to accept, reject any bid or to Annul the bidding process or reject all bids at any time prior to award of contract without thereby incurring any liability to the affected Bidder or Bidders of the ground for Institution action. The Institution also reserves to itself the right to accept any bid in part or split the order between two or more bidders.</p> <p>The NIOS does not bind itself to accept the lowest or any specific bid. The decision of the competent authority of the NIOS, in this regard shall be final and binding.</p>										
<b>12</b>	<p><b>PENALTY</b></p> <table border="1" data-bbox="316 953 1396 1703"> <tr> <td data-bbox="316 953 423 1079">12.1</td> <td data-bbox="423 953 1396 1079">The powers of the NIOS, under this condition shall in no way affect or prejudice the powers in certain events to terminate the contract vested in him as herein provided nor forfeiture of deposit mentioned above.</td> </tr> <tr> <td data-bbox="316 1079 423 1257">12.2</td> <td data-bbox="423 1079 1396 1257">In case of any default/defect found, the Chairperson, NIOS will be the sole authority to take action as deemed fit, which shall be final and binding on the Bidder. Chairperson, NIOS may, if deemed fit, constitute a committee to give its recommendations regarding assessment of default/defect found and quantum of penalty to be imposed.</td> </tr> <tr> <td data-bbox="316 1257 423 1394">12.3</td> <td data-bbox="423 1257 1396 1394">In case the NIOS feels that the agency has intentionally delayed the job, special penalty as deemed fit by the NIOS shall be imposed. In addition to the special penalty, the Bidder may also be black-listed &amp; legal action against firm may be initiated.</td> </tr> <tr> <td data-bbox="316 1394 423 1572">12.4</td> <td data-bbox="423 1394 1396 1572">In case the Bidder is not able to execute the job in time or to the entire satisfaction of the NIOS, NIOS may cancel the work order and allot the work to any other agency either from NIOS panel or otherwise at any time. Penalty as deemed fit may also be imposed and also recover any cost involved in excess of the approved rate of the contractor in the event of payment to other agencies in the panel of NIOS.</td> </tr> <tr> <td data-bbox="316 1572 423 1703">12.5</td> <td data-bbox="423 1572 1396 1703">As the entire post examination work intended to be given through this tender is of a very high confidential in nature, any breach of confidentiality will attract severe penalties, which may include forfeiture of deposits, forfeiture bills/dues, blacklisting, imposition of fine and legal action as per extant criminal and civil laws.</td> </tr> </table>	12.1	The powers of the NIOS, under this condition shall in no way affect or prejudice the powers in certain events to terminate the contract vested in him as herein provided nor forfeiture of deposit mentioned above.	12.2	In case of any default/defect found, the Chairperson, NIOS will be the sole authority to take action as deemed fit, which shall be final and binding on the Bidder. Chairperson, NIOS may, if deemed fit, constitute a committee to give its recommendations regarding assessment of default/defect found and quantum of penalty to be imposed.	12.3	In case the NIOS feels that the agency has intentionally delayed the job, special penalty as deemed fit by the NIOS shall be imposed. In addition to the special penalty, the Bidder may also be black-listed & legal action against firm may be initiated.	12.4	In case the Bidder is not able to execute the job in time or to the entire satisfaction of the NIOS, NIOS may cancel the work order and allot the work to any other agency either from NIOS panel or otherwise at any time. Penalty as deemed fit may also be imposed and also recover any cost involved in excess of the approved rate of the contractor in the event of payment to other agencies in the panel of NIOS.	12.5	As the entire post examination work intended to be given through this tender is of a very high confidential in nature, any breach of confidentiality will attract severe penalties, which may include forfeiture of deposits, forfeiture bills/dues, blacklisting, imposition of fine and legal action as per extant criminal and civil laws.
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<b>13</b>	<p><b>INDEMNITY</b></p> <p>The Bidder shall indemnify and hold harmless NIOS, its officers, employees, and agents against any claims, damages, losses, and expenses arising from the tender process or the execution of the contract.</p>										



<b>14</b>	<p><b>DISPUTE RESOLUTION</b></p> <p>Any disputes arising from the tender process or the execution of the contract shall be resolved within the ambit of the terms and conditions of this tender document and applicable laws. The seat for all such proceedings shall be the HQ of NIOS.</p>
<b>15</b>	<p><b>BREACH OF TERMS AND CONDITIONS</b></p> <p>In case of breach of any of terms and conditions mentioned above, the Competent Authority will have the right to cancel and terminate the contract and work order without assigning any reason thereof, and nothing will be payable by NIOS in that event and the security deposit in the form of performance Bank Guarantee shall be forfeited. On cancellation/termination the Bidder shall return all confidential information and materials to NIOS.</p>
<b>16</b>	<p><b>GOVERNING LAW</b></p> <p>The tender process and the contract shall be governed by and construed in accordance with the laws of India. Any disputes arising from the tender process or the execution of the contract shall be subject to the jurisdiction of the courts where NIOS, HQ is situated.</p>

## TECHNICAL BID PROFORMA

## TENDER FOR POST EXAMINATION RESULT PROCESSING WORK OF NIOS-ULLAS

SN	Details	Information			
(1)	Name, Address and phone numbers of the Bidder Firm	Name:  Address:  Phone Nos.			
(2)	Details of The bidder's registration as a company under the Indian Companies Act 1956. <b>(3.1)</b> (Attach Registration Certificate)				
(3)	Name of District where the work place of the agency is situated. <b>(3.2)</b> (Attach proof)				
(4)	Area in Sq. Feet where the workplace of the bidder is situated in the above District. <b>(3.3)</b>				
(5)	PAN Number <b>(3.4)</b> (Attach copy of PAN Card)				
(6)	GST Number <b>(3.5)</b> (Attach copy of Registration)				
(7)	Is the bidder participating as a single entity or a consortium or a group of companies? <b>(3.6)</b>				
(8)	Details of ISO certifications such as ISO-27001. <b>(3.7)</b> (Attach copy)				
(9)	Details of Earnest Money Deposit (EMD). <b>(3.8)</b>				
(10)	<b>Details of Experience of at least 3 years</b> (Attach Proof or Performance Certificate) <b>(3.9)</b>	Year	Scope of Work Executed	Organization	Any other details
		<b>Attach separate sheet and give complete details of the work executed</b>			

(11)	<b>Details of Experience of at least 3 similar projects. (Attach Proof or Experience/Performance Certificate) (3.10)</b>	<b>Year</b>	<b>Scope of Work Executed</b>	<b>Organization</b>	<b>Contractual value</b>	<b>Any other details</b>
		<b>Attach separate sheet and give complete details of the work executed.</b>				
(12)	<b>Average Annual Turnover from software development services. (3.11)</b> (Attach a certificate duly attested/issued by CA, stating therein the turnover for mentioned years and that the average turnover is from the software development services)	<b>Year</b>	<b>Average Annual Turnover from software development services.</b>			
		<b>2021-22</b>				
		<b>2022-23</b>				
		<b>2023-24</b>				
(13)	<b>Details of Staff (3.12)</b>	<b>Details</b>			<b>Number of staff members</b>	
		Permanent (including technical staff)				
		Other staff (skilled/ un-skilled)				
(14)	<b>Details of Technical Infrastructure (3.13)</b>	<b>S N</b>	<b>Name of Equipment</b>	<b>Available Numbers</b>		
		(a)	Computer (latest configuration)			
		(b)	Scanner (Heavy Duty)			
		(c)	Laser Printers (Heavy Duty) (capacity of at least 30-40 pages per minutes)			
		(d)	Line Printers (Heavy Duty)			
(15)	Has the bidder ever been black listed /delisted or banned /debarred by any agency /Govt. Department /Public Sector Undertaking? (Attach letter of declaration, to be executed on a non-judicial stamp paper of Rs. 100/-, duly notarized) <b>(3.14)</b>					

(16)	Detailed write up in about 200 words about proven capabilities for post examination result processing, printing of certificates, packing & dispatch of certificates and adequate infrastructure to handle scanning work and processing of ICR Award/OMR award list. <b>(3.15)</b>	Attach separate sheet.
(17)	Is any of the officer/employee of NIOS or his close relative having any stake in the bidding firm? <b>(3.16)</b>	
<p><b>This is to certify that all the eligibility conditions and scope of work along with deliverables has been understood before submitting the bid.</b></p> <p><b>I have been authorized by the agency to sign and submit this bid.</b></p>		
<p><b>Signatures</b></p> <p><b>Name and of the authorized signatory</b></p> <p><b>Address</b></p> <p><b>E Mail</b></p> <p><b>Phone Number(s)</b></p> <p><b>Seal</b></p>		

## FINANCIAL BID

## TENDER FOR POST EXAMINATION RESULT PROCESSING WORK OF NIOS-ULLAS

SN	Brief detail of work	Rate Per Learner in Rupees excluding GST
1.	Post examination Result Processing. <b>(As per clause 4.1 of the scope of work)</b>	In figures . .....  In words , ..... per learner.
2.	Printing of Certificates/Grade Sheets <b>(Laser Printing)</b> <b>(As per clause 4.2 of the scope of work)</b>	In figures . .....  In words , ..... per Certificate.
3.	Printing of Certificates/Grade Sheets <b>(Line Printing)</b> <b>(As per clause 4.2 of the scope of work)</b>	In figures . .....  In words , ..... per Certificate.
4.	Dispatch of Certificates/Grade Sheets <b>(As per clause 4.3 of the scope of work)</b> <b>(Excluding postal charges)</b>	In figures . .....  In words , ..... per Certificate.
<b>IMPORTANT NOTE</b>		
1.	All rates are to be quoted without GST. GST will be paid by NIOS as per applicable rules.	
2.	The rates shall be inclusive of all other charges.	
3.	In case a difference is found between rates quoted in figures and rates quoted in words, the rates quoted in words shall be considered the correct rates.	
<p><b>This is to certify that all the eligibility conditions and scope of work along with deliverables have been understood before submitting the bid.</b></p> <p><b>I have been authorized by the agency to sign and submit this bid.</b></p>		
<b>Signatures</b>  <b>Name and of the authorized signatory</b>  <b>Address</b>  <b>Email</b> <b>Phone Number(s)</b>   <b>Seal</b>		