CENTRAL BOARD OF SECONDARY EDUCATION, DELHI
2 COMMUNITY CENTRE, PREET VIHAR, DELHI 110 301

| CBSE/CU/AIPMT/2009 | **TENDER FORM** | Form No. C |
| | | Price: 200/- |

Computerisation of All India Pre-Medical/Pre-Dental Entrance Examination (AIPMT) 2009

LAST DATE FOR SUBMISSION OF TENDER FORM	**: 31.10.2008 UPTO 2.30 PM**
OPENING OF TECHNICAL BID	**: 31.10.2008 AT 3.00 PM**

Eligibility conditions & Important Points :

1 At least three years experience with proven track record of examination processing of similar Professional Entrance Examination of Education Boards/ Universities/ Service Commissions.

2 Minimum number of candidates handled in a single exam should be two lakhs or more.

3 The agency should have its own following hardware :

  a) One Line printer/ Line Matrix printer with printing capacity of at least 600 lines per minute and two laser printers with 30-40 pages per minute each

  b) At least **two image scanners/hybrid image scanners with scanning speed of 40-50 pages per minute each.**

  c) At least **two OMR scanners with scanning speed of 5000-6000 sheets per hour each with provision of printing scanned number during scanning and reading pen marking**

4 The Minimum Average Annual turnover should be 50 lakhs or more for the last three financial years.

5 Earnest Money Deposit shall be in the shape of Demand draft drawn in favour of the   Secretary, Central Board of Secondary Education, Delhi as follows:

  For Pre-Examination Processing   - Rs 20,000
  For Post-Examination Processing   - Rs 20,000
  For Pre-Examination and Post-Examination - Rs 40,000

The agency may Quote for Pre-Examination or Post Examination or for both i.e. Pre & Post-Examination.

6 Agencies which are registered with Directorate of Service Taxes need only apply

7 The agencies having adequate infrastructure in terms of hardware of its own, experienced and qualified manpower, and development of software and experience of processing in the relevant field with proven track record & repeat work order for large volume of data only will be considered for allotment of work.

8 The Tender Forms received without earnest money or incomplete in any respect will not be accepted.

9 (a) The Examination is conducted in two stages – Preliminary Examination and Final Examination.
    There shall be two papers in Final Examination.
    Paper-1 : Physics & Chemistry
    Paper-2 : Biology (Botany & Zoology)

  (b) Pre-Examination processing at Preliminary Examination is to be carried out through scanning of Application Forms using automatic image scanner/ hybrid image scanner and preparation of Database through recognition from scanned images.

  (c) Post-Examination processing at Preliminary Examination is to be carried out using OMR scanner through OMR technology.

  (d) Post-Examination processing at Final Examination is to be carried out through Data Entry.

10 Sealing of Envelopes :
   a) The technical details and experience as per Annexure - I along with EMD Bank Draft be sealed in an envelope superscribing "**Technical Details for Computerisation of AIPMT 2009**"
   b) The rates as per Annexure- IIA be sealed in another envelope superscribing :   "**Rates for Pre Examination processing of AIPMT 2009**"
   c) The rates as per Annexure- IIB be sealed in another envelope superscribing :   "**Rates for Post Examination processing of AIPMT 2009**"
   d) These three envelopes be sealed in an envelope superscribing "**Tender Forms for Computerisation of AIPMT 2009**"

11 The technical bids will be opened on 31.10.2008 at 3.00 P.M. in presence of the tenderers who may wish to be present. The date and time for opening of financial bids shall be informed later to those who will be found technically suitable.

12 The formats of various input and output reports can be seen on working days in Computer Centre, CBSE, Preet Vihar, Delhi

13 The Board reserves the right to reject any or all the tender without assigning any reasons.

A. VOLUME OF WORK and PERIOD DURING WHICH THE WORK IS TO BE DONE:

Preliminary Examination : Approx. No of candidate : 160,000		Period during which work is to be carried out	Activity
Pre-Examination	Scanning of Application Forms and Processing	1st Dec, 2008 to 31st Jan, 2009	B1
Post Examination	Supply of OMR response sheets	15th Feb., 2009	B2 – Main Agency
	Scanning of OMR response sheets	6th April to 20th April 2009	B3 – Main & Collating Agency
	Processing	6th April to 20th April 2009	B4 – Main Agency
	Processing & Collation	6th April to 20th April 2009	B5 – Collating Agency
Final Examination : Approx. No of candidate : 20,000			
Pre-Examination	Generation of Roll Nos and Processing	21st April to 25th April, 2009	B6
Post Examination	Processing	25th May to 31st May, 2009	B7 – Main Agency
	Processing & Collation	25th May to 31st May, 2009	B8 – Collating Agency

Note :-

1. For Post Examination processing, there shall be two separate agency :
   Main agency for activities   B2, B3, B4 and B7
   Collating agency for activities   B3, B5 and B8.

2. Acitivity B2 i.e. OMR response sheets for Preliminary – Post Examination shall be taken from Main agency.

3. Activity B3 i.e scanning of OMR response sheets for Preliminary – Post Examination shall be carried out by Main Agency and Collating Agency independently.

B. DETAILS OF THE WORKS TO BE DONE:

B1. Preliminary Examination - Pre-Examination Processing:

Input Documents:

1. Application forms for ICR/OCR scanning – Single Side Scannable
2. List of Centres.
3. Update/correction data for the input data till the data becomes 100% accurate.
4. Database and Application Form of On-Line Application Form received through Internet.
5. Demand Draft submitted by the Applicant for Application Form received through Internet.

Output Reports:

1. a) Putting of serial number on each Application Form

   b) Creation of Candidates master file after scanning (on minimum 200 dpi grey scale in JPG/BMP format) of Application Forms with photograph, address and signature of the candidate through image scanner. After data scanning and conversion, verification has to be carried out to make data 100% accurate.

   c) Scanning of Application Forms received through on-line and capturing of photograph, address and signature of the candidate through image scanners (on minimum 200 dpi grey scale in JPG/BMP format).

   d) Creation of Candidates master file after merging files created in (b) and database of On-Line Application Form received.

   e) Printing of duplicate Application Form list as per instructions of the Board.

   f) Creation of centre master file.

2. To plug in the centre number on the candidate master file as per instructions of the Board.

3. To generate roll number on the candidates master file as per instructions of the Board.

4. a) To print list of candidates application form number-wise.

   b) To print list of eligible candidates - centre/ roll No. wise.

   c) To print list of not-eligible candidates and letters with address.

   d) To print attendance sheets with photograph and signature of the candidate through laser printer on pre-printed stationery as per instructions of the Board. Pre-printed stationery to be supplied by the agency. (Each sheet having provision for 06 candidate shall be of A4 size - single colour, one side on 104-106 GSM JK Maplitho/ Bond/ Sinarmas/ Century paper)

   e) To print Admit Card with photograph, signature and address of the candidate through laser printer on pre-printed stationery as per instructions of the Board. Pre-printed stationery to be supplied by the agency. (Each admit card shall be of 22 cm x 12 cm size, two colour - both side on 104-106 GSM JK Maplitho/ Bond/ Sinarmas/Century paper)

5. For applications received through on-line with Demand Draft of examination fee:
   (a) To print reconciliation of fees statement.
   (b) To print Bank-wise list of Demand Draft received.

6. To print roll number allocation and Question Paper statement as per instructions of the Board

7. To print Centre list as per instructions of the Board.

8. To print number and percentage of candidates sex-wise, centre-wise, state- wise for general and SC/ST/OBC candidates as per requirement of the Board.

9. To print adhesive stickers of Roll Number on laser printer for each candidate. Each A4 size sheet is to have 24 adhesive stickers. Stickers are to be provided by the agency

10. To provide updated candidates master with photograph, address and candidate's signature on Hard Disk. Hard Disk is to be supplied by the agency.

B2. Preliminary Examination – Post Examination: Main Agency

Supply of Optical Mark Reader (OMR) response sheets: Approx. 160,000

1. Design of response sheets for Pre-liminary Examination as per requirements of the Board
2. Printing of response sheets on both sides to be used on OMR
3. Proving of response sheets on OMR
4. Supply of response sheets as per requirement of the Board

Note:-

1. The agency will have to ensure that exact number of response sheets of size 8x10 inches as asked for are supplied to the Board

2. The agency will have to ensure that the response sheet is as per sample approved by the Board

3. The   agency will have to ensure moisture free quality of paper (104-106 GSM JK Maplitho/ Bond/ Sinarmas paper), printing quality, ink used in printing and printing spacing are as per industry standard to be used on OMR.

4. The agency will have to ensure that the colour of response sheets is as per specification given by the Board

5. The agency will have to ensure that response sheets are packed in small lots of 200-500 sheets in vacuum free and dust free container/ boxes and delivery is made on time as per instructions of the Controller of Examinations

6. The agency will have to ensure that details of material packed are given on each container/ box.

7. A security mark as per the requirement of the Controller of Examinations will have to be indicated on each response sheet during proving.

8. The agency will have to destroy the plates, extra response sheets printed, if any, including wastage and submit a certificate to this effect to the Controller of Examinations, CBSE along with   a certificate that only proven sheets on the scanner have been supplied.

9. Proving of OMR response sheets: All response sheets will be supplied after proving on scanner and an indication of proving will have to be marked on each sheet as per instructions of the Controller of Exams., CBSE. Only those response sheets which go through proving process successfully be packed and supplied to the Board. A certificate will have to be submitted to this effect.

10. Numbering on OMR response sheets: Six digit machine numbering on each response sheet is to be given. The response sheets should have unique and it should not have missing/ duplicate/ with out number. Discrepancy if any will be assumed as mistake. The numbering is to be given as follows :

   <u>Series</u>   <u>Numbering</u>

   A   000001, 000005, 000009 ...... so on
   B   000002, 000006, 000010 ...... so on
   C   000003, 000007, 000011 ...... so on
   D   000004, 000008, 000012 ...... so on

B3 Preliminary Examination – Post Examination : Main and Collating Agency independently :

Scanning of OMR Response sheets through OMR :   Approx. 160,000

1. Each OMR response sheets will have Questions with numeric answers.
2. To scan the response sheets through OMR, print scanned number on each sheet during scanning and to create raw score data file.
3. To punch / verify/ check and merge the response sheets which have been rejected in scanning.

B4 Preliminary – Post Examination Processing : Main Agency

Input Document :

1. Raw score data file created in activity B3
2. List of absentees.
3. Candidate's Master on CD
4. Answer key for each type of booklet code.
5. Update/correction data for the input data till the post exam data becomes 100 percent accurate.

Output Reports:

1. To create absentee file from list of absentees/ Attendance Sheets and merge the absentee file with raw score data file

2. To print edit list - missing/extra/duplicate roll number list and update list and update the raw score data file with corrections advised by the Board till all mistakes are removed.

3. To provide a copy of the raw score data file for collation as per requirements of the Board.

4. To update the raw score data file with the corrections and print update list for error cases only till all mistakes are removed.

5. To calculate marks for each candidate as per regulations and norms of the Board.

6. To merge marks file with candidate admission master and to generate rank for each candidate as per requirement of the Board

7. To print provisional merit list alongwith raw score data (if required) by the Board.

8. To provide a copy of the marks file on CD for comparison as per requirement of the board.

9. To update the marks file with the corrections and print the update list for error cases only till all mistakes are removed.

10. To sequence the CD as per requirement of the report and to print the following reports in the format approved by the Board.
    (a) To print tabulation register for all candidates.
    (b) To print list of eligible candidates for Final Examination - Roll No wise and Rank wise as per requirement of the Board (Approx. 20000 candidate)
    (c) to print state-wise and centre-wise statistics.

11. To provide updated result master on CD.

B5 Preliminary – Post Examination Processing and Collation: Collating Agency
    Approx. 160,000 Candidates

Input Document:

1 Raw score data file created in activity B3
2 List of absentees.
3 Candidate's Master on CD
4 Answer key for each type of booklet code.
5 Update/correction data for the input data till the post exam data becomes 100 percent accurate.
6 CD containing raw score data, marks and rank for each candidate for collation

Output Reports:

1. To create absentee file from list of absentees/Attendance Sheets and
   (a) to collate absentee file with the absentee file supplied by the Board and print mismatch report. Update the absentee file till all mistakes are removed.
   (b) merge the absentee file with raw score data file

2. To print edit list - missing/extra/duplicate roll number list and update list and update the raw score data file with corrections advised by the Board till all mistakes are removed.

3. To collate the raw score data file created in Step-2 with the raw score data file supplied by the Board and point out the discrepancies and update the raw score data file with the corrections advised by the Board and print update list for error cases only till all mistakes are removed .

4. To calculate marks for each candidate as per regulations and norms of the Board and compare the marks with the marks file supplied by the Board and point error and update the error cases list for error cases only till all mistakes are removed .

5. To merge marks file with candidate admission master and to generate rank for each candidate as per requirement of the Board

6. To collate result file with the result file supplied by the Board till all mistakes are removed.

7. To provide updated result master on CD.

B6 Final Examination - Pre-Examination Processing:

Input Documents:

1. Candidates Master Data Base with photograph, Address and candidate's signature for those selected for Final Examination.
2. List of Centres.
3. Update/correction data for the input data till the data becomes 100 percent accurate.

Output Reports

1. To plug in the centre number on the candidate master file as per instructions of the Board.

2. To generate roll number on the candidates master file as per instructions of the Board.

3. a) To print list of candidates application form number-wise as per requirement of the Board.

   b) To print list of candidates - centre/ roll No. wise.

   c) To print attendance sheets for each paper with photograph and signature of the candidate through laser printer on pre-printed stationery as per instructions of the Board. Pre-printed stationery to be supplied by the agency. (Each sheet having provision for 06 candidate shall be of A4 - single colour, one side on 104-106 GSM JK Maplitho/ Bond/ Sinarmas/ Century paper.

   d) To print Admit Card with photograph, signature and address of the candidate through laser printer on pre-printed stationery as per instructions of the Board. Pre-printed stationery to be supplied by the agency. (Each admit card shall be of 22 cm x 12 cm size, two colour - both side on 104-106 GSM JK Maplitho/ Bond/ Sinarmas/Century paper)

   e) To print Award List for each paper as per requirement of the Board. Award List shall be in duplicate on carbon less paper. Pre-printed stationery to be supplied by the agency.

4. To print Centre list as per instructions of the Board.

5. To print adhesive stickers of Roll Number on laser printer for each candidate. Each A4 size sheet is to have 24 adhesive stickers. Stickers are to be provided by the agency

6. To provide updated candidates master with photograph, Address and candidate's signature on CD.

B7 Final Examination – Post Examination Processing - Main Agency

Input Documents

1. Paper/ Roll No wise (Paper-1 : Physics & Chemistry, Paper-2 : Biology- Botany & Zoology) marks Award List
2. List of absentees.
3. Candidate's Master on CD with Photographs, Address and Signature of candidates.
4. Real-Fictitious Roll No Key.
5. Update/correction data for the input data till the post exam data becomes 100 percent accurate.

Output Reports :

1 To punch/ verify/ check marks for Physics, Chemistry and Biology (Botany & Zoology) from paper wise award sheets and create marks data file

2 To create absentee file from list of absentees/ Attendance Sheets and merge the absentee file with marks data file

3 To print edit list - missing/extra/duplicate roll number list and update list and update the maks data file with corrections advised by the Board till all mistakes are removed.

4 To provide a copy of the marks data file for collation as per requirements of the Board.

5 To update the marks data file with the corrections and print update list for error cases only till all mistakes are removed.

6 To convert marks file from Fictitious to Real Roll No.

7 To merge marks file with candidate admission master, create result and generate rank for each candidate as per requirement of the Board

8 To sequence the CD as per requirement of the report and to print the following reports in the format approved by the Board :
   a. to print tabulation register for all candidates
   b. to print merit list and waiting list roll number wise and rank wise.
   c. to print state-wise and centre-wise statistics.
   d. to print press release of the merit list and waiting list roll number wise and rank wise.
   e. to print Rank letter (Approx. 4000 candidates in duplicate) with Photographs, Address and Signature of the candidate for candidates placed in Merit List and Wait List on laser printer on pre-printed stationery of A4 size as per requirement of the Board. Pre-printed stationery shall be supplied by the Board.

9 To provide updated result master on CD.

B8 Final Examination – Post Examination Processing and Collation – Collating Agency

Input Documents

1. Paper/ Roll No wise (Paper-1 : Physics & Chemistry, Paper-2 : Biology- Botany & Zoology) marks Award List
2. List of absentees.
3. Candidate's Master on CD .
4. Real-Fictitious Roll No Key.
5. Update/correction data for the input data till the post exam data becomes 100 percent accurate.
6. CD containing marks and rank for each candidate for collation

Output Reports:

1. To punch/ verify/ check marks for Physics, Chemistry and Biology (Botany & Zoology) from paper wise award sheets and create marks data file

2. To create absentee file from list of absentees/ Attendance Sheets and merge the absentee file with marks data file

3. To print edit list - missing/extra/duplicate roll number list and update list and update the marks data file with corrections advised by the Board till all mistakes are removed.

4. To collate marks data file with the marks data file provided by the Board and point out discrepancies, if any.

5. To update the marks data file with the corrections and print update list for error cases only till all mistakes are removed.

6. To convert marks file from Fictitious to Real Roll No .

7. To merge marks file with candidate admission master, create result and generate rank for each candidate as per requirement of the Board. To collate result file with rank with the result file with rank provided by the Board and point out discrepancies, if any. To update the marks data file with the corrections and print update list for error cases only till all mistakes are removed.

8. To provide updated result master on CD.

TERMS AND CONDITIONS

1. The technical details may please be submitted in Annexure-I and rates for Pre_examination processing in Annexure IIA and for Post_examination processing in Annexure IIB

2. The allotment of work will be for 2009 examination only in the first instance which may be extended upto 2011 examination as per decision of the Board and subject to performance to be reviewed after each year.

3. The agency shall have to execute an agreement on non-judicial stamp paper of Rs. 10/- if considered for allotment of the work.

4. The agency to whom the work is allotted will be required to deposit 10 percent of the total likely amount payable to it for the work as a security in the form of a Bank Guarantee.

5. The time schedule may be required to be adjusted as per requirements of the CBSE and is to be observed strictly as per directions of the CBSE from time to time, as the work of processing of AIPMT data is highly time bound. In case of any delay in supplying the desired reports, on the part of the agency, it shall be liable to pay charges @ Rs.2,000/- per day to the CBSE.

6. In case the agency is not able to execute the job in time or to the entire satisfaction of the CBSE, the Chairman, CBSE may allot the work to any other agency at any time. The difference between the rates agreed to between the Board and the third party, which would undertake such work shall be liable to be payable by the defaulting firm alongwith the penalty, if any, imposed by the Chairman of the Board. The Bank Gurantee submitted by the firm shall be liable to be forfeited in whole or part as per decision of the Chairman of the Board, which shall be final.

7. The agency shall be required to undertake full responsibility of the safe custody and to maintain secrecy of documents supplied by the Board. Each document and data given by the Board will have to be kept strictly confidential and no part of it shall be divulged to any person at any time without written authorisation from the Board. In case of lapse, the agency will be fully responsible for the consequences.

8. The Board reserves the right to reject any or all the tender without assigning any reasons.

9. The computing agencies who are bidding for the first time and have not done the job of the CBSE previously will be required to complete System Test Run at their cost as per requirement and satisfaction of the Board within a stipulated time frame as decided by the Board with test data supplied by the Board. The Board will not pay any charges for the same, either for system designing or software development or processing, whatsoever.

10. The payment will be made after satisfactory completion of work only. The charges will be paid on the actual number of candidates appeared for each examination.

11. The agency will arrange for collection of input documents/ data from the Board's office and return the same alongwith the output reports at the Board's office.

12. The reports will have to be supplied after removing the carbon papers.

13. The data stored will be the property of the Board and the agency will have to supply a copy of the updated data file on CD as and when required by the Board. Data will not be erased without written permission of the Board.

14. Installation of Hardware :

    a. The agency will have to install scanners and computers at Board's office for scanning of application forms at Preliminary Pre-Examination stage. The work of input data preparation and processing will have to be done by the agency at its own computer centre and in no case shall be sub-contracted.
    b. The agency will have to install OMR scanners and computers with printer at Board's office for scanning of response sheets at Preliminary Post-Examination stage.
    c. The agency will have to install computers and printer at Board's office for Data Entry and processing at Final Post-Examination stage.

15. The agency should have its own following hardware :
    a. One Line printer/ Line Matrix printer with printing capacity of at least 600 lines per minute each and two laser printers with 30-40 pages per minute each

    b. At least **two image scanners/hybrid image scanners with scanning speed of 40-50 pages per minute each.**
    c. At least **two OMR scanners with scanning speed of 5000-6000 sheets per hour each with provision of printing scanned number during scanning and reading pen marking**

16. Blank EZR stationery for printing of reports to be given to the Board, will be supplied by the Board.

17. The agency will have to install computer and printer at Board's office for issue of duplicate Admit cards at Pre-liminary and Final Examination stage.

18. In case of less grammage in paper of Admit Card, Attendance Sheets and OMR response sheets proportionate deduction based on cost of paper shall be made from the bill.

NOTES

a. The data checking will be the responsibility of the agency

b. Forms rejected during scanning will have to be entered through data entry by the computing agencies at their end.

c. The check list will have to be supplied to the Board after data scanning, manual checking and updations 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 the Board.

d. Agency will have to manually check data scanned and verify and update the same with corrections if any, to achieve 100% accuracy at pre-exam stage.

e. Any variation in the particulars of the candidates in database and in the documents in Pre-Examination stage shall be treated as errors and shall be the responsibility of the agency. In case of error in data ie. variation between document and database at Pre-Examination stage, the following penalty clause shall be applicable:

% of error	Deduction of Amount	
Upto 0.5%	Nil	
Greater than 0.5% and upto 1%	2%	The errors shall be counted after
Greater than 1.0% and upto 2%	5%	issue of Admit Cards.
Greater than 2.0% and upto 5%	10%	
Greater than 5%	100%	

f. Agency shall have to ensure 100% matching of particulars of the candidates, photograph, address and signature of the candidate on photo Admit Card and photo Attendance Sheet. And also ensure that the photographs of the candidates are not mis-identified and wrongly attributed. Mismatch in Photographs/ Signature/ Address, if any, will be treated as mistake. For each mismatch Rs. 1000/- will be deducted. The error shall be counted after issue of Admit Cards.

g. In case of variation between document and database in the Post-Examination stage, shall be treated as error and for errors, the company shall liable to pay charges @ Rs 1000 per error.

h. In case of compilation mistake at Pre_examination and Post_examination stage, the company will be liable to pay charges @ Rs 1000 per compilation mistake.

i. The reports will have to be prepared as per instructions of the Board in the formats given/approved by the Board after getting clearance in writing from the Board and will have to ensure 100 percent accuracy.

j. The agency will have to supply upto three copies of each report wherever number of copies required are not mentioned.

NOTE : 1 TO BE SEALED SEPARATELY WITH BANK DRAFT OF EARNEST MONEY
       2 Tenderer must read the instructions/terms & conditions carefully before filling up the particulars of the firm.

1. ABOUT THE FIRM

a	Year of establishment	:	
b	Type of firm /organization (Proprietary/Private/Public/Govt.)	:	
c	Copy of Registration, if applicable	:	
d	Total Turnover during : 2005-2006	:	
	2006-2007	:	
	2007-2008 (Attach photocopies of Audited Balance Sheet)	:	
e	Income Tax No. (PAN No. /TIN No.) Service Tax Registration No. (Attach photocopies of both) (attaché photocopies of Income Tax clearance certficate)	: :	
f	Details of premises : Owned/ Rented	:	
	Area in Sq.m	:	
g	Quality Certification No, if any	:	
	Details of Issuing Authority	:	
	Validity of Certificate	: From To	
h	Activities of the organisation:	:	
i	Since when engaged in EDP	:	
	Traditional method	:	
	Image ProcessingICR/OCR	:	
	OMR Processing	:	

j) Past experience in handling Examination data processing through traditional, OCR/ICR and OMR jobs with the name of the organisation(s), nature of jobs, volume of work in terms of applications, duration for completion of job and since when:

Year	Name of Organisation and contact person along with T.phone No,.	Nature of work & Technology used	No.of Candidates	Duration for completion of job	Value of the Job. (copy of work order to be enclosed)
	(Use separate sheet for details, if required)				
2005-2006					
2006-2007					
2007-2008					
2008-2009					

Note:- Attach performance Certificate from the organisation to whom you have rendered services. Please indicate telephone number and name of contact person for whom you have handled the above jobs.

2. PROFESSIONAL SUPPORT AVAILABLE:

a) Manpower:- Number of persons available at different level on regular roll and their experience in relevant field i.e in examination processing of Board/ Universities.

b) In house arrangement for preparation of input data

    1) Number of data preparation machines online as well as offline
    2) Number of data feeding operators
    3) Shifts being worked upon
    4) Number of Checking Staff
    5) Capacity in terms of records per day

c) In house hardware for processing (Owned by the firm) : -

    1) Computer system and its configuration
    2) No. of terminals
    3) No. of CD Writers
    4) Line printers/ Line Matrix Printers/Laser printers:

Line Printers/Laser Printer – Make/ specifications	No. Available	Manufacturing year	Speed of each Printer

    5) ADF Image Scanners/ hybrid image scanners :

ADF image scanners - make and specifications	No. Available	dpi	Manufacturing year	speed of each scanner	Whether scanner has provision for printing of number during scanning

    6) OMR Scanners:

OMR scanners - make and specifications	No. Available	manufacturing year	speed of each scanner	Whether scanner has provision for printing of number during scanning

 d) 1) ICR Software being used for conversion of data(Please attach complete details)
    2) No. of licensed software sets available

    e)1) Software being used for capturing and matching of Bio-metric information (Please attach complete details)
    2) No. of licensed software sets available

3 DETAILS OF BACK-UP FACILITIES AVAILABLE :

In the event of any emergency / break down in:
    i) Input preparation machines
    ii) Computer system
    iii) Power
    iv) Software Personnels
    v) Printers
    vi) ADF Image scanners/ hybrid image scanners
    vii) OMR scanners

4. **Have you ever been debarred by any Board/University/Organisation for examination related processing:** If Yes, Please mention why and when were you debarred.

5 Applying for and Details of Earnest Money deposit:
   (Please attach draft with this annexure)

Applying for	Activities	Amount of EMD	Details of EMD
Pre-Examination Processing	B1 and B6	Rs 20,000	
Post-Examination Processing (Main Agency)	B2,B3,B4,B7	Rs 20,000	
Post-Examination Processing (Collating Agency)	B3, B5, B8		

Certified that all the terms and conditions of this TENDER are accepted by us.

**Authorised Signatory
(With full name,
designation and stamp)**

Contact Person : ………………………

Off: Telephone No.: ………………
Mobile No.   :………………

ANNEXURE IIA

NOTE : TO BE SEALED SEPARATELY

RATES FOR THE WORK INDICATED IN THE TENDER FORM
for Pre_Examination Processing of AIPMT-2009: (Preliminary and Final Examination)

(Rates must be quoted inclusive of all taxes and other charges including data scanning, capturing/ verification, checking, cost of input media, toner, cost of stationery of Admit cards, Attendance sheets, Adhesive Stickers, computer time and development of required software.)

Preliminary Examination (Activity B1) : ……………………… Per candidate

Final Examination   (Activity B6) : ……………………… Per candidate

Note : 1 Rates to be quoted inclusive of all taxes.

   2 Rates quoted above for Activity B1 and B6 are inclusive of Cost of Paper component for Admit Card and Attendance Sheets. The Cost of Paper componet estimated in the above quoted rates are as follows :

         Admit Card   : Rs ….. per 1000 Admit Cards

         Attendance Sheet : Rs ….. per 1000 Attendance Sheets of A4 size

Certified that all the terms and conditions of this TENDER are accepted by us.

Authorised Signatory
(With full name,
designation and stamp)

Contact Person : ……………………..

Off: Telephone No.: …………….

Mobile No.   :……………

CENTRAL BOARD OF SECONDARY EDUCATION
(Financial Bid for AIPMT-2009 Post-Examination Processing of the Board)

ANNEXURE IIB

NOTE : TO BE SEALED SEPARATELY

RATES FOR THE WORK INDICATED IN THE TENDER FORM
for Post_Examination Processing for AIPMT 2009: (Preliminary and Final Examination)

(Rates must be quoted inclusive of all taxes and other charges including data scanning, capturing/ verification, checking, cost of input media, toner, cost of stationery of Rank card, computer time and development of required software.)

Activity	Rate
B2- Supply of OMR response Sheet (Main Agency)	Rs. ……… Per sheet
B3- Scanning of Response Sheet (Main and Collating Agency)	Rs. ……… Per sheet
B4- Processing Preliminary Examination(Main Agency)	Rs. ……… Per candidate Appeared
B5 – Processing Preliminary Examination (Collating Agency)	Rs. ……… Per candidate Appeared
B7- Processing Final Examination (Main Agency)	Rs. ……… Per candidate Appeared
B8-Processing Final Examination (Collating Agency)	Rs ……….Per candidate Appeared

Note: 1 Rates to be quoted inclusive of all taxes.

2 Rates quoted above for Activity B2- Supply of OMR response sheet are inclusive of Cost of Paper component. The Cost of Paper componet in the above quoted rates for Activity B2 are as follows :

OMR Response Sheet : Rs …… per 1000 OMR response sheets

Certified that all the terms and conditions of this TENDER are accepted by us.

Authorised Signatory
(With full name,
designation and stamp)

Contact Person : ……………………..

Off: Telephone No.: ……………..

Mobile No. :……………..