

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

**CBSE/CU/AIEEE/2011**

**TENDER FORM-E**

**Form No. ....**

**Price: 500/- Non-refundable**

**Tenders are invited from agencies situated in Delhi/ Gautam Budh Nagar /Faridabad /Gurgaon / Ghaziabad – for Pre and Post Exam Processing of All India Engineering Entrance Examination (AIEEE) 2012**

<b>LAST DATE FOR SUBMISSION OF TENDER FORM</b>	<b>24.10.2011 UPTO 2.30 PM</b>
<b>OPENING OF TECHNICAL BID</b>	<b>24.10.2011 AT 3.00 PM</b>

**Eligibility conditions & Important Points :**

- 1 At least three years experience with proven track record of examination processing through ICR/OCR and OMR technology of similar Professional Entrance Examination of Education Boards/ Universities/ Service Commissions.
- 2 Minimum number of candidates handled in a single exam should be three lakhs or more each year during 2009,2010 and 2011.
- 3 Infrastructure
  - a) The agency should have atleast two Line printers/ Line Matrix printers with printing capacity of at least 600 lines per minute and three laser printers with 30-40 pages per minute each.
  - b) The agency should have at least **two high end ADF image scanners/hybrid image scanners with scanning speed of 40-50 pages per minute each.**
  - c) At least **three hybrid image scanners/ 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 Rs 200 lakhs or more for the last three financial years i.e. during 2008-09, 2009-10 and 2010.11.
- 5 Earnest Money Deposit of following amount shall be in the form of Demand draft drawn in favour of the Secretary, Central Board of Secondary Education, Delhi.  
Pre Examination Processing      Rs 75,000      Post Examination Processing      Rs 75000  
  
The agency may quote for Pre-exam processing or Post-exam processing or both i.e. Pre Examination Processing and Post Examination Processing.
- 6 Agencies which are registered with Directorate of Service taxes need only apply.
- 7 The agency preferably must have in-house facility for capturing and matching of Bio-metric Identification information.
- 8 The agencies having adequate its own infrastructure in terms of hardware/software/qualified manpower who have experience in processing of relevant field and development of software with proven track record & repeat work order for large volume of data only will be considered for allotment of work.
- 9 The Tender Forms received without earnest money or incomplete in any respect will not be accepted.
- 10 Pre-Examination processing is to be carried out through scanning of Application Forms using automatic image scanner and preparation of Database through recognition from scanned images. Post-Examination processing is to be carried out using OMR scanner/hybrid scanner through OMR technology.
- 11 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 Examination processing of AIEEE 2012**"
  - b) The rates as per Annexure- II-G be sealed in another envelope superscribing "**Rates for Examination processing of AIEEE 2012**"
  - c) Both these envelopes be sealed in an envelope superscribing "**Tender Forms for Computerisation of Examination processing of AIEEE 2012**"

12 The technical bids will be opened on 24.10.2011 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.

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

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

### **A. VOLUME OF WORK :**

The Board reserves the right to allot the work to more than one firm on the lowest rates received by the Board.

Approx. No of candidate : 12,00,000		Period during which work is to be carried out	Activity
Pre-Examination	Scanning of Application Forms and Processing	1st Jan 2012 to 29 <sup>th</sup> Feb 2012	C1
Post Examination	Supply of OMR response sheets	15 <sup>th</sup> Mar., 2012	C2 – Main Agency
	Scanning of OMR response sheets	29 <sup>th</sup> Apr to 30 <sup>th</sup> May 2012	C3 – Main & Collating Agency
	Processing and Printing of reports	29 <sup>th</sup> Apr to 4 <sup>th</sup> June 2012	C4 – Main Agency
	Processing & Collation	29 <sup>th</sup> Apr to 30 <sup>th</sup> May 2012	C5 – Collating Agency

**B. Scheme of Examination:** Candidates have the choice to opt for B.E./ BTECH., and B ARCH. and would be required to undertake following tests as per course choice indicated in the Application Form:

**Course**

**Nature of Test**

B.E./ B.TECH

Multiple Choice Questions on one sheet single side

B.ARCH

Multiple Choice Questions on one sheet single side and two descriptive questions.

OMR response sheets will be with numeric answers on single side as per Course Opted by the candidates.

### **C. DETAILS OF THE WORKS TO BE DONE :**

#### **C-1.Pre-Examination Processing through Image scanning using ICR/OCR technology:**

##### **Input Documents:**

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

##### **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, thumb impression and signature of the candidate through OCR/ICR. After data scanning and conversion, Complete 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, thumb impression 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 paper wise 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 is 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)
    - 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 is to be supplied by the agency. (Each A4 size sheet shall have three admit cards, two colour - both side on 104-106 GSM JK Maplitho/ Bond/ Sinarmas/Century paper)
  5. For applications received through on-line and Paper-II with Demand Draft of additional 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-State/Centre-wise.
  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 candidates.
  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, thumb impression and candidate's signature on Hard Disk. Hard Disk is to be supplied by the agency.

**Post Examination:**

**C2. Supply of Optical Mark Reader (OMR) response sheets (Main Agency) : Approx. 12,00,000**

1. Design of response sheets for Post Examination as per requirements of the Board
2. Printing of response sheets on both sides and single side scanable 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 Director (Spl.Exams)
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 Director (Spl, Exams) will have to be indicated on each response sheet during proving.
8. 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 Director (Spl. Exams) CBSE. Only those response sheets which go through proving process successfully be packed and supplied to the Board.
9. 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 Director (Spl, Exams), CBSE along with a certificate that only proven sheets on the scanner have been supplied.
10. Numbering on OMR response sheets: Seven digit machine numbering on each response sheet is to be given. All response sheets should have a unique number and there should not be any duplicate numbers. The Any response sheet should not be without number. There should not be any missing number Discrepancy if any will be assumed as error. The numbering is to be given as follows :

Series      Numbering

A	0000001, 0000005, 0000009 ..... so on
B	0000002, 0000006, 0000010 ..... so on
C	0000003, 0000007, 0000011 ..... so on
D	0000004, 0000008, 0000012 ..... so on

**C3 Scanning of OMR Response sheets through hybrid scanner or OMR:**

**- Main and Collating Agency independently :**

OMR response sheets will be with numeric/alpha answers as per Papers Opted by the candidates.

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.
4. There shall be one or two response sheets for each candidate depending on the choice of the course offered by the candidates.

**C4 Post Examination Processing : Main Agency**

**Input Document :**

1. (a) Raw Score data files for each paper.  
(b) Marks for two descriptive questions for those who have opted BARCH. Course  
(c) Raw score data file for online Exam
2. List of absentees.
3. Candidate's Master on CD
4. Answer key for each paper and for each type of Test booklet code
5. Update/correction data for the input data till the post exam data becomes 100 percent accurate.
6. Admission Master along with address, photograph, thumb impression and signatures file for each candidate.

**Output Reports:**

1. To punch / verify / check marks for two descriptive questions for those who have opted B.ARCH. course
2. To create absentee file for each paper from the list of absentees /Attendance Sheets and merge the absentee file with raw score data file
3. To print edit list - missing/extra/duplicate roll number list and update the raw score data file with corrections advised by the Board till all errors are removed. To print update list.
4. a) To provide a copy of the Absentees data file for each paper on CD for collation.  
b) To provide a copy of the raw score data file for each paper on CD for collation including marks for two descriptive questions for those who have opted B. Arch (may be required in parts, if need be) as per requirements of the Board.
5. a) To update the raw score data file with the corrections advised by the Board and print update list for error cases only till all errors are removed.  
b) To update marks file for two descriptive questions for those who have opted B.ARCH course with the corrections advised by the Board and print update list for error cases only till all errors are removed.
6. To merge raw score file for online exam and calculate marks for each paper and course wise marks for each candidate including the marks for two descriptive questions for those who have opted B.ARCH. course as per regulations and norms of the Board.
7. To create result master file by merging marks file with candidate admission master and to generate rank for each candidate for each course - All India, State, Category Wise as per requirement of the Board
8. To print provisional merit list alongwith raw score data (if required) as per requirement of the Board.
9. To provide a copy of the result master file with generated rank on CD for comparison as per requirement of the board.
10. To update the result master file with the corrections and print the update list for error cases only till all errors are removed.
11. To sequence the result master file 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 (one copy).
  - b. To print merit list and wait list roll number wise and rank wise as per requirement of the Board - All India, State Wise for different Courses and different category.
  - c. To print state-wise and centre-wise statistics.
  - d. To print score cards with photographs, address and signatures of all the candidates on laser printer on pre-printed stationery as per instructions of the Board. Pre-printed stationery will be supplied by the agency. (Each A4 size sheet shall have three score card, two colour - both side on 106 GSM JK Maplitho / Bond/Sinarmas paper)
12. To provide updated result master with raw score marks and ranks on CD as per requirement of the Board.
13. To provide image files of all response sheets – Roll No wise as per requirement of the Board

### **C5 Post Examination Processing and Collation: Collating Agency**

#### **Input Document:**

- 1 (a) Raw Score data files for each paper  
(b) Marks for two descriptive questions for those who have opted BARCH. Course  
(c) Raw score data file for online Exam
2. List of absentees.
3. Answer key for each paper and for each type of booklet code.

4. Update/correction data for the input data till the post exam data becomes 100 percent accurate.
5. CD containing raw score data and marks for each candidates and marks for two descriptive questions for those who have opted B ARCH course.
6. Admission Master on CD.

#### **Output Reports:**

1. To punch / verify /check marks file for two descriptive questions those who have opted B. ARCH. Course
2. To create absentee file for each paper from list of absentees and
  - a) to collate absentee file with the absentee file supplied by the Board and print mismatch report. Update the absentee file till all errors are removed.
  - b) merge the absentee file with raw score data file.
3. To print edit list – missing/extra/duplicate roll number list and update the raw score data file with corrections advised by the Board till all errors are removed. To print update list
- 4.(a) To collate the raw score data file for each paper with the raw score data file supplied by the Board for all papers including marks for two descriptive questions for those who have opted B.ARCH (may be required in parts, if need be) and point out the discrepancies.
  - (b) To update the raw score data file with the corrections advised by the Board and print update list for error cases only till all errors are removed.
  - (c) To update marks file for two descriptive questions for those who have opted B.ARCH. course with the corrections advised by the Board and print update list for error cases only till all errors are removed.
5. To merge raw score file for online exam and calculate marks for each paper and course wise marks for each candidate including the marks for two descriptive questions for those who have opted B.ARCH. course as per regulation and norms of the Board.
6. To create result master file by merging marks file with candidate admission master and to generate rank for each candidate for each course – All India, State, Category wise as per requirement of the Board. To collate the result master file with rank created by the agency with the result master file with rank supplied by the Board and point out errors if any, till all errors are removed.
7. To collate result file with the result file supplied by the Board till all errors are removed.
8. To update the result master file with the corrections and print the update list for error cases only till all errors are removed.
9. To provide updated result master with raw score marks on CD as per requirement of the Board

#### **C-6. Optional: Capturing of Bio-metric thumb impression.**

##### **Input Documents:**

1. CD containing Roll number , Candidate Details and Center Number, center details

##### **Output Reports:**

1. To capture bio-metric thumb impression of the candidates at the centers by installing required hardware/ software/ manpower. (one set per 100 candidates)
2. Store and link it with the roll number of the candidate.
3. To provide soft copy of thumb impression of the candidates along with the roll number to the Board as per requirement.

## **C-7. Opening of Envelopes**

### **Input Documents:**

- Postal bags received from the Post Office containing Application Forms.

### **Activities to be done:**

1. The work will be done at Board premises only
2. Postal bags are to be lifted from ground floor to the place of opening of bags
3. The envelopes received by the Board will be opened and Dak related to Application form of related exam are to be sorted on a day to day basis
4. Other dak and Miscellaneous letters are to be handed over to R&I unit of CBSE.
5. Day-to-day account of application form received/opened are to be maintained and submitted in the following manner:
  - (a) Number of Total letters received
  - (b) Number of application forms received for related exam with Demand drafts.
  - (c) Number of application forms received for related exam without Demand drafts.
  - (d) Number of other letters.
  - (e) Total  $a = b + c + d$
6. (a) Applications Forms with Demand Drafts are to be sorted Medium-wise and City-wise.  
(b) Applications Forms without Demand Drafts are also to be sorted Medium-wise and City-wise.
7. Century-wise batches & their Control Sheet are to be prepared and handed over to the examination branch after taking a proper receipt
8. Demand drafts are to be handed over to Accounts section with their Control Sheet

### **TERMS AND CONDITIONS:**

- 1 The rates may please be quoted separately as per enclosed format Annexure-II-E for the work indicated in the Tender Form.
- 2 The allotment of work will be made for 2012 examinations only in the first instance which may be extended upto 2014 examination as per decision of the Board and subject to performance to be reviewed after each year.
- 3 The computing agency shall have to execute an agreement on non-judicial stamp paper of Rs.10/ if considered for allotment of the work
- 4 The computing 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 results is highly time bound. In case of any delay in supplying the desired report, on the part of the computing agency, it shall be liable to pay charges @ Rs 2,000/- per day to the CBSE.
- 6 In case the computing 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 Guarantee 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 computing 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 shall 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 computing agency will be fully responsible for the consequences.

- 8 The Board reserves the right to reject any or all the Tenders Forms 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 shall be made after completion of work only. The charges shall be paid on the actual number of candidates registered at pre-examination, on the actual number of OMR sheets supplied and the number of candidates appeared for post-examination
- 11 The agency shall 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 shall have to be supplied after removing the carbon papers.
- 13 The data stored shall be the property of the Board and the agency shall have to supply a copy of the updated data file on CD/DVD as and when required by the Board. Data shall not be erased without written permission of the Board.
- 14 The agency should have its own following hardware :
  - a. Two Line printer/ Line Matrix printer with printing capacity of at least 600 lines per minute and three 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 **three hybrid image scanner / OMR scanners with scanning speed of 5000-6000 sheets per hour each with provision of printing scanned number during scanning and reading pen marking**
- 15 Installation of Hardware :
  - a. The agency will have to install ADF image scanners/hybrid scanners and computers at Board's office for scanning of application forms at 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 hybrid image scanner / OMR scanners and computers with printer at Board's office for scanning of response sheets at Post-Examination stage.
- 16 Blank EZR stationery for printing of reports will be supplied by the Board.
- 17 The agency shall have to install computer and printer at Board's office for issue of duplicate Admit cards.
- 18 The data checking shall be the responsibility of the agency
- 19 Forms rejected during scanning shall have to be entered through data entry by the computing agencies at their end.
- 20 The check list shall 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.
- 21 Errors and Deductions:
  - a. 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**

Upto 0.5%

Greater than 0.5% and upto 1%

**Deduction of Amount**

Nil

5%

3-Oct-11

The errors shall be counted after



Greater than 1.0% and upto 2%	10%	issue of Admit Cards.
Greater than 2.0% and upto 5%	20%	
Greater than 5%	100%	

- b. 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 error. For each mismatch Rs. 1000/- will be deducted. The error shall be counted after issue of Admit Cards.
- c. 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.
- d. In case of compilation error at Pre\_examination and Post\_examination stage, the company will be liable to pay charges @ Rs 1000 per compilation error.
- 22 The reports shall 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 shall have to ensure 100 percent accuracy.
- 23 The agency shall have to supply upto three copies of each report wherever number of copies required is not mentioned.
- 24 The Agency shall have to manually check data scanned and verify and update the same with corrections if any, to achieve 100% accuracy.
- 25 In order to ensure 100% accuracy, the agency shall have to do data entry of key fields of Application Forms and collate the same with the scanned data and update the data with the corrections if any.
- 26 In case of less grammage in paper of Admit Card and Attendance Sheets, proportionate deduction based on cost of paper shall be made from the bill.
- 27 The agency shall have to install ADF image scanners/hybrid image scanners and computers at Board's office for capturing of thumb impress from Attendance Sheet.

**CENTRAL BOARD OF SECONDARY EDUCATION, DELHI**  
(Technical Bid for Pre & Post Exam processing of AIEEE-2012 of the Board)

**ANNEXURE-I**

**NOTE : 1 TO BE SEALED SEPARATELY ALONG 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 : 2008-09	:
	2009-10	:
	2010-11 (Attach photocopies of Audited Balance Sheet)	:
e	Income Tax No. (PAN No. /TIN No.) Service Tax Registration No. (Attach photocopies of both) (Attach photocopies of Income Tax Return)	:
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 Processing ICR/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: **(Copy of work order to be enclosed. Use separate sheet for details)**

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)
2008-09					
2009-10					
2010-11					

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

**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. Details of Earnest Money deposit:  
(Please attach draft with this annexure)**

Activities		Applying for (Yes/No)	Amount of EMD	Details of EMD
Pre-Examination Processing	C1, C7		Rs 75,000	
Post-Examination Processing – Main Agency	C2, C3, C4		Rs 75,000	
Post-Examination Processing – Collating Agency	C3 and C5			
<b>Optional :</b> Capturing of Bio-metric thumb impression by Pre Examination or Post Examination Agency		C6		

**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, DELHI**  
**(Financial Bid for AIEEE – 2012 Pre & Post Examination Processing of the Board)**

**ANNEXURE - II - E**

**NOTE : TO BE SEALED SEPARATELY**

**RATES FOR THE WORK INDICATED IN THE TENDER FORM**

- a. **Rates must be quoted Exclusive of all taxes and other charges including data scanning, capturing/ verification, checking, cost of input media, toner, cost of stationery of Admit Card, Attendance Sheet , OMR Sheet, Eligibility Certificate , computer time and development of required software.)**

Activity		Rate (Exclusive of all taxes)
C1	Pre- Examination	Rs. .... Per candidate Registered
C2	Supply of OMR response Sheet ( Main Agency)	Rs. .... Per sheet supplied
C3	Scanning of Response Sheet :	
	without images of response sheets	Rs. .... Per sheet without images
	with images of response sheets	Rs. .... Per sheet with images
C4	Processing & Printing of Reports (Main Agency)	Rs. .... Per candidate Appeared
C5	Processing and Collation (Collating Agency)	Rs. .... Per candidate Appeared
C6	<b>Optional</b> : Capturing of Bio-metric thumb impression	Rs. .... Per candidate Appeared
C7	Opening of Envelope	Rs. .... Per envelope opened

**b. Taxes** Applicable and Rate of Tax: .....

**c. Cost of Paper Component:**

- 1 Rates quoted above for Activity C1 are inclusive of the component - Cost of Paper for Admit Card and Attendance Sheets. The Cost of Paper component 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

- 2 Rates quoted above for Activity C2- Supply of OMR response sheet are inclusive of Cost of Paper component. The Cost of Paper component in the above quoted rates for Activity C2 are as follows :

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

- 3 Rates quoted above for Activity C4- Supply of stationery for Score Card are inclusive of Cost of Paper component. The Cost of Paper component in the above quoted rates for Activity C4 are as follows :

Score Card Stationery : Rs ..... per 1000 Rank Card 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.** :.....