

पण्डित सुन्दरलाल शर्मा (मुक्त) विश्वविद्यालय छत्तीसगढ़, बिलासपुर
निविदा विज्ञापन क्र. 10/भंडार/क्रय/2024 बिलासपुर, दिनांक 20/07/2024

द्वितीय खुली निविदा सूचना

पण्डित सुन्दरलाल शर्मा (मुक्त) विश्वविद्यालय छत्तीसगढ़ बिलासपुर की ओर से योग्य निविदाकारों / फर्मों से **Post Examination Result Processing Work** हेतु, मोहरबंद निविदा आमंत्रित की जाती है। निविदा फार्म/तिथि एवं अन्य विस्तृत जानकारी विश्वविद्यालय के वेबसाईट www.pssou.ac.in से प्राप्त की जा सकती है।

निविदा विक्रय की अंतिम तिथि : 08/08/2024 सायं 05:00 बजे तक।
निविदा जमा करने की अंतिम तिथि : 12/08/2024 प्रातः 11:00 बजे तक।
निविदा खोलने की तिथि : 12/08/2024 दोपहर 12:00 बजे।

कुलसचिव

Pt. Sundarlal Sharma (open) University Chhattisgarh, Bilaspur (C.G.)

(छ.ग. शासन के अधिनियम क्र. 26/2004 द्वारा स्थापित)

(Accredited by NAAC with Grade 'A+')

कोनी बिरकोना पहुँच मार्ग ग्राम, पोस्ट बिरकोना फोन 07752-240712, 240752

Web site: www.pssou.ac.in, Email-registrar@pssou.ac.in



SECOND OPEN TENDER FOR
Post Examination Result Processing Work

INCLUDING

PROCUREMENT OF VARIOUS TYPES OF STATIONERY
WITH

SECURITY FEATURES

FOR

EXAMINATIONS

TENDER NO: 10 /2024 DATED 20/07/2024

TO BE SUBMITTED BY : - on or before 12 /08 /2024 (11:00 hrs.)

Tender Form : Rs. 1000 = 00

EMD Amt.: Rs. 15,000 = 00

Related Information

Sr. No.	Item	Description
1	Cost of Tender Documents	Rs. 1000=00 (non refundable)
2	EMD	Rs. 15,000=00 by Demand Draft in favour of Registrar Pt. Sundarlal Sharma (Open) University Chhattisgarh,Bilaspur
3	Sale of bid documents	Date 22 /07 /2024 to 08 /08 /2024 (Between 10:00 am to 5.00 pm)
4	Last date of Submission of bid	on or before 12/08 /2024 upto 11:00 AM
5	Place of opening of bids	Office of the Registrar Pt. Sundarlal Sharma(Open) University Chhattisgarh Bilaspur (C.G)
6	Date and time of opening of bids	12/08/2024 , 12:00 pm Noon
7	Address for communication	Registrar Pt. Sunderlal Sharma (Open) University Chhattisgarh ,Birkona, Bilaspur Ph : 07752- 240712, 240752

SECTION 1

INTRODUCTION

Pt. Sundarlal Sharma (Open) University Chhattisgarh, Bilaspur (here in after referred to as PSSOU) conducts examinations in the state in various streams and media. Annual examinations of the university is generally held in the month of June-July every year. Approximately above 40,000 students are expected to appear in each academic year.

SECTION-2

INVITATION OF TENDER

It has been decided to avail the services of a major data Processing and Result Preparation Firm (here in after referred to as DPRP firm) for data Processing and Result Preparation as detailed out in this document later for university examinations to be conducted by PSSOU For the academic year 2024-25 and later.

Sealed tenders are invited from reputed firms, who fulfill the following technical parameters:

1. The Agency should have at least continuous 5 years of results processing experience of any Two State/Govt. Universities. (Enclose sufficient proof)
2. Preference will be given to those who have worked of open universities for at least three years.
3. The minimum turnover of the firm/Agency should be Rs. 01 crore per annum. (Enclose sufficient proof of last three years 2020-21, 2021-22 & 2022-23 audited/certified by Chartered Accountant)
4. The Agency should submit Income Tax Return of last three Financial Years (Assessment Year) 2021-22, 2022-23& 2023-24. (Enclose sufficient proof).
5. The DPRP firm shall work as per terms and conditions prescribed and directions given by the PSSOU from time to time. It shall deploy one person as its representative, who shall be immediately available to the Registrar PSSOU as and when required during the period of contract.
6. The DPRP firm shall submit D.D. amounting to rupees 45,000=00 (Rupees Forty Five thousand only) payable in favour of "Registrar, Pt. Sundarlal Sharma (Open) University Chhattisgarh, Bilaspur" as a security deposit.

7. The DPRP firm shall give a declaration in the prescribed format given in this tender document stating that their computer firm is neither black listed / debarred / prohibited by Govt. of india / Govt. of Chhattisgarh or by any other authority recognized by Govt. nor any case. including civil and criminal or any enquiries pending against them. In absence of this declaration, the application of the firm shall summarily be rejected.
8. The DPRP firm shall not sub-let or sub-contract this job to any other person or firm in any circumstance. It shall undertake and complete this work on its own. it shall meet all the technical parameters on its own.
9. The DPRP firm shall submit copy of Registration certificates in regard to GST/TIN, PAN, Service Tax etc.
10. The DPRP firm must be competent to develop the required Software for stage-wise processing so as to give the Outputs as desired by the PSSOU right from the initial stage to the Preparation of results.
11. The availability of the computer hardware, experienced staff, financial soundness and firm's past experience of similar job shall be the primary criterion for judging the technical capability of the DPRP firm.
12. The successful tender shall have to ensure the processing of the post examination work, on single Rate perstudent basis has to be quoted for the entire examination work, including One-way transportation and cost of all type of stationeries (including security stationery required for mark slip / mark sheets).
13. Tender Form can be obtained by making a written request enclosing a demand draft for Rs. 1000=00 payable at Bilaspur to Registrar, Pt. Sundarlal Sharma (open) University From the Office at the PSSOU on any working day between. 10:00 am to 05:30 pm from to 03:00 pm
14. The tender document can be down loaded from University Website www.pssou.ac.in The parties utilizing tender forms floated on University Website should submit D.D, amounting to Rs. 1000=00 payable in favour of " Registrar, Pt Sundarlal Sharma (open) University Chhattisgarh Bilaspur" as tender form cost.
15. The Tender document has to be accompanied by a Demand Draft of Rs. 15,000=00 (Rupees Fifteen thousand) as EMD along with other details as mentioned in the Tender document. The EMD shall be in favor of the Registrar, Pt Sundarlal Sharma (Open) University Chhattisgarh payable at Bilaspur. All proposals and accompanying documents will become the property of PSSOU and will not be returned.
16. Tenders have to be submitted following two envelope method. Envelope 'A' shall contain covering letter, technical bids, EMD, tender documents and other detail. This envelope shall be securely sealed and on the top of the envelope name of the firm, name of the examination

for which the tender has been submitted and Envelop ' A ' should be written. Envelope ' B' shall only contain the financial bid.

17. This envelope shall also be properly sealed and on the top of the envelope name of the firm, name of the examination for which the tender has been submitted and Envelope ' B' should be written. Then, both the envelopes shall be placed in another big envelope and properly sealed. On the top of this envelope name of the firm, name of the tender for which the tender has been Submitted should be written.
18. Due to high end technicality of the work, the bidder having more technical assistance and experience may be given preference, together with other required pre- requisites.
19. After scrutinizing the technical bids, the tenders, which are found, qualified as per the technical parameters laid down in this document, their financial bids shall be opened on the **Date 12/08/2024 at 12:00 PM** in the office of Registrar, PSSOU, Bilaspur. Qualified Tenders or their duly authorized representatives are requested to be present at the time of opening at the time of opening the financial bids. The Tenders, which have not been found technically qualified, their financial bids. shall not be opened and their tenders shall be summarily rejected.

Section 3

SCOPE OF THE WORK

Examination wise total scope of the work is Post- examination work (Result preparation, various output related to results and procurement of all types of stationeries including the security stationeries required for mark Sheets). DPRP firm is completely responsible for data security and data Maintenance. The firm shall be solely responsible for any marks tempering and marks leak out during result preparation.

The DPRP firm invariably shall supply CDs / DVDs after completion of every stage as per the directions of the Registrar / Exam Controller PSSOU, Bilaspur from time to time. DPRP will also have to provide database in the structure as described by the PSSOU.

Post-examination work

Post- examination work is processing of results as per foil / counter foil provided by the PSSOU. This part comprises generally of various outputs at different stages as prescribed by PSSOU. kindly see ANNEXURE "B" for details.

Revaluation Work

Kindly see ANNEXURE "C" for details

Section 4

GENERAL TERMS & CONDITIONS

Following are key contract terms and conditions required by PSSOU to enter into a relationship with the vendor. This is not intended to be exclusive or exhaustive. This contract is intended to sensitize the Bidder to various clauses, which may be reflected in the final Contract.

1. The DPRP firm shall not undertake or continue any kind of work / contract with any of the colleges / institutes affiliated to PSSOU during the currency of this work.
2. The DPRP firm shall maintain the confidentiality and integrity of the data of the examination process at each and every stage.
3. DPRP firm shall not take up any other assignment which might cause conflict with this assignment. The DPRP firm shall ensure that if any information submitted by it as required by the PSSOU shall not suffer from any deficiencies, else it may result in rejection of its proposal.
4. Unsuccessful Bidder's bid security will be discharged / returned as per the rule of PSSOU.
5. The successful Bidder's bid security will be discharged upon the Successful Bidder signing the Contract and furnishing the security deposit.
6. No interest will be payable by the PSSOU on the amount of the Bid Security.
7. The bid security may be forfeited:-
 - a. If a bidder withdraws his bid or increases his quoted prices during the period of bid validity or its extended period, if any
 - b. If the Bidder fails to sign the Contract or to furnish Performance Bank Guarantee.
8. Telegraphic quotations will not be entertained.
9. The tendered shall complete the tender forms both Technical and Financial and shall submit them in two separate sealed covers. These two sealed covers are to be kept in a single sealed cover super scribed as " Tenders for Post Examination Work".
10. The tender shall remain valid for **01** months after the date of opening. No modification to the tender form or price is permitted during the period of validity of the tender. Successful bidder shall execute the processing work at the premises of PSSOU.
11. Tender duly signed by tenderer must be addressed to Registrar, Pt Sundarlal Sharma (open) University, Koni Birkona Road, Birkona Bilaspur 495009 and not to any individual by name. Tender must reach on or before **12/08/2024 upto 11:00 AM by the speed post/Reg. post or by hand. Each page of the tender must be signed by the tenderer.**
12. The tender forms shall be submitted at the address specified and not later than the time specified in the tender notice.
 - a. Any tender received after the due date and time prescribed shall be rejected.

- b. The tender forms will be opened in the presence of the tenderer or their authorized representatives who choose to attend at the time and date specified in the tender notice at the office of the Registrar.
 - c. Not more than two persons shall be permitted for a valid tender.
13. The Registrar, PSSOU, reserves the right to accept or reject any bid or reject all bids at any time prior to award of contract without assigning any reasons.
14. The successful bidder shall enter into an agreement within 7 days after receipt of order. The bidder shall submit D.D. amounting to rupees 45000=00(Rupees Forty Five thousand only) as security deposit payable in favour of "Registrar, Pt. Sundarlal Sharma (Open) University Chhattisgarh Bilaspur".
15. Failure on the part of successful bidder to enter into an agreement within 7 days shall entail to forfeit the earnest money deposit besides being liable for suitable legal action by the PSSOU and the firm shall be kept under black list.
16. No advance payment will be made. only after achieving the targets satisfactorily, bills can be submitted for payment.
17. Successful bidder shall carry out the instructions given from time to time by the PSSOU and shall adhere to the time schedule.
18. All the disputes shall be subject to the jurisdiction of Bilaspur.
19. If in the opinion of the PSSOU, the work entrusted has not been executed to meet the requirements of PSSOU as per the scope and time schedule, PSSOU will be at liberty to cancel the agreement and to take back all the materials given to the successful bidder at any time. In such case security deposit will be en-cashed in favour of PSSOU.
20. If any of the services/deliveries cannot be made in accordance with the time schedule prescribed from time to time, PSSOU has sole right either to cancel the contract and the cost involved in getting the work done elsewhere will be charged from the firm and/or to impose penalties on the DPRP firm as decided by the Registrar/ Vice Chancellor, PSSOU.
21. The DPRP firm has to provide statistical information of results.
22. **The University shall not be under any obligation to accept the lowest price tender.**
23. The firms included in the tender shall be given a chance to work on the basis of their work experience maintenance of quality and security related to examination and confidential in work different Universities.
24. This Tender will be Valid up to Three year but contract will be extended for Five years on the basis of satisfactory work by the firm.

Financial Bid

1. The bidder shall quote rate in the prescribed Commercial Bid format for the entire project on per student basis.
2. The price, once offered, must remain firm and must not be subject to escalation for any reason whatsoever within the period of validity.
3. A bid submitted with an adjustable price quotation will be rejected as non-responsive.
4. Any bid submitted with certain conditions shall summarily by rejected.

Project Management

Successful bidder shall specify the various project executives for better management of project.

Quality assurance

Successful bidder shall maintain the standards for quality assurance of entire project.

Risk management

Successful bidder shall specify the expected risks during the project execution period and suggest the Risk Management Methodology adopted for risk aversion.

Liquidated damages

1. If the DPRP firm fails to deliver any or all of the Service within the period (s) specified in the Contract, the PSSOU shall, without prejudice to its other remedies under the Contract, deduct from the Contract Price, as liquidated damages, as decided by the Vice Chancellor, PSSOU.
2. Keeping in view the sensitiveness involved in this project and the failure of the DPRP firm in some important services, the PSSOU will also have the right to terminate the contract.
3. In the event, Bidder fails to provide the Services in accordance with the Service Standards; the Bidder shall be liable for penalty. PSSOU is entitled to withhold (deduct) from the Security deposit the liquidated damages that have become due.
4. All the bidders have to quote single rate for the entire job for both the options described in the Tender Schedule. Conditional tenders shall be rejected.
5. The DPRP firm shall not sublet any part of this project to any, other firm.

Language of Proposals

The bids prepared by the Tender and all correspondence and documents relating to the bids exchanged by the Tender shall be written in English language, provided that any printed Literature furnished by the Tender may be written in another language so long as accompanied by an English translation in which case, for purposes of interpretation of the bid, the English translation shall govern.

Correction of Errors

Bidders are advised to exercise greatest care in entering the pricing figures. No excuse that mistakes have been made or requests for prices to be corrected will be entertained after the quotation are opened. All corrections, if any, shall be initialed by the person signing the bid form before submission, failing which the figures for such items may not be considered. Where there is a discrepancy between the amounts the figures and in words shall prevail.

Disqualification

The bid is liable to be disqualified in the following cases:-

1. The bid is not submitted in accordance with this document.
2. Bid is received incomplete form.
3. Bid is not accompanied by all the requisite documents.
4. Information submitted is found to be misrepresented, incorrect or false, accidentally, unwillingly or otherwise, at any time during the processing of the contract (no matter at what stage) or during the tenure of the contract including the extension period, if any.
5. If the firm is unable to complete the work within the given time limit or leave the work or incomplete is black listed
6. If it has undertaken the work and left it in complete or refused to do the given by PSSOU.
7. Both the commercial bid and Technical bid are placed in the same envelope.
8. Bidder fails to deposit the Security deposit or fails to enter into a contract within 7 days of the date of notice of award of contract or within such extended period, as may be specified by PSSOU.

Use of contract documents and information

1. The Bidder shall not, without prior written consent from PSSOU, disclose the contract, or information furnished by or on behalf of the PSSOU in connection therewith, to any person other than a person employed by the bidder in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far, as may be necessary for purposes of such performance.
2. The bidder shall not, without prior written consent of PSSOU, make use of any document or information made available for the project, except for purposes of performing the contract.
3. All projects related documents issued by PSSOU, other than the contract itself, shall remain the property of the PSSOU and shall be returned (in all copies) to the PSSOU on completion of the bidders performance under the contract if so required by the PSSOU.

Confidentiality

The bidder shall not use or disclose to any third party any confidential information of PSSOU except for the purpose of the observance of these terms and conditions.

Penalties

The DPRP firm shall strictly adhere to the time schedule given by PSSOU for each stage of examination processing work etc., failing which the firm will be liable for penalties as deemed fit by the Vice Chancellor, PSSOU. PSSOU may debar the firm for a period to be prescribed by the PSSOU, in case the firm commits error in large number, errors of serious nature or shows carelessness or negligence in this sensitive job, or does not adhere to the time schedule, or ignores or disobeys the orders of the PSSOU.

Termination for Default.

1. The PSSOU, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the bidder, may terminate the Contract.
2. If the selected Bidder fails to implement the system within the time period (s) specified in the Contract, or within any extension thereof granted by the PSSOU.
3. If the selected Bidder fails to deliver any or all contracted services as per service standards specified in the Contract.
4. If the selected Bidder fails to perform any other obligation (s) under the Contract.
5. If the selected Bidder in the judgment of the PSSOU has been engaged in corrupt or fraudulent practices in competing for or in executing the Contract.
6. In the event, PSSOU terminates the Contract. PSSOU may procure, upon such terms and in such manner, as it deems appropriate, services similar costs for such similar to those undelivered, and the selected bidder shall be liable to PSSOU for any excess costs for such similar services. The PSSOU would be free to take over fully the assets and operations earlier being undertaken by the Bidder.

Section 5

SUBMISSION, RECEIPT AND OPENING OF TENDERS

The tender proposal shall contain no inter-lineation or over writing, except as necessary to correct errors made by the firm itself. any such corrections must be initialed by the person who sign (s) the proposal.

An authorized representative of the firm shall sign on all the pages of the proposal. The representatives authorization shall be confirmed by a written power of attorney accompanying the proposal.

Mode of submission of tender

Tender will be submitted in 2 part - envelope "A" and envelope "B". Both the envelopes shall be placed in another big envelope and properly sealed. On the top of this envelope name of the Firm, name of the tender for which the tender has been submitted would be written.

ANNEXURE “ B “

Details of post Examination work

1. The DPRP firm will design Mark-Sheet having required security features and after approval of PSSOU, final approved format (Blank Mark Sheet) has to print by DPRP firm.
2. The DPRP firm have to prepare results of various examination on the basis of Roll List and Foils / Counter foils provided by PSSOU within scheduled time period. The foils/counter foils will be for two examinations works etc. assignment and term End examination of each student.
3. The DPRP firm have to follow double entry method in order to enter the marks from foils / Counter foils provided by PSSOU. firm also have to provide an error list having invalid / duplicate roll numbers / marks after the entry of marks to correct the given input.
4. The DPRP firm will have to provide following items (in 70 gsm stationary)
 - (i) Three copies of Scheme of Examination
 - (ii) Two copies of Tabulation Register (TR)
 - (iii) Merit List of candidates of final year Examinations.
 - (iv) Two copies of withheld results.
 - (v) One copy of display of result
(format for all above item can be obtained from PSSOU)
 - (vi) The DPRP firm will provide mark sheet of all examinees.
5. The DPRP firm will print variable data of candidates of each examination in approved mark sheet format (120 GSM)
6. The DPRP firm have to upload the results on internet in their own cost.
7. The DPRP firm also perform the revaluation examination work.
8. The DPRP firm will send all the result and related documents to PSSOU in their own cost.
9. The DPRP firm will supply upload mark sheet or results by the PSSOU from time to time

ANNEXURE “ C”

Details of revaluation Work

DPRP firm have to make data entry from Revaluation form fill by the candidates and then revaluation marks entry from foils / Counter foil provide by PSSOU.

The DPRP firm will have to provide following items (in 70 GSM stationary)

- (i) Two copies of Error List (if any)
- (ii) Two copies of Tabulation Register (TR)
- (iii) One copy of Marksheet of all the examinees.

Format for all above item can be obtained from PSSOU, Bilaspur

Envelope A will contain Technical and other details:

1. Covering letter in the prescribed form given in this document.
2. Sample of mark Sheet with proposed security features etc.
3. Copies of registration of firm's TIN, PAN, Service Tax, GST etc.
4. Declaration stating that the firm is not black listed / No cases or no enquires against the firm.
5. Earnest Money Deposit for an amount of Rs. 15,000/- (Rupees Fifteen Thousand only) in the form of Demand Draft of any Nationalized Bank payable to the "Registrar, Pt. Sundarlal Sharma (Open) University Chhattisgarh, Bilaspur."
6. And all other details, except the Financial Bid. **Envelope B will contain Commercial**

Bid: Single rate on per student basis shall be quoted by the firm in the specified

Section 6

Evaluation Methodology

From the time the bids are opened to the time the contract is awarded, if any DPRP firm wishes to contact the PSSOU on any matter related to its proposal, it shall do so in writing at the address indicated in the Tender document. Any effort by the firm to influence the PSSOU personnel in the process of evaluation or comparison, it may result in the rejection of the DPRP firm's proposal.

Envelope 'B', which shall contain the commercial bid, shall be opened only if the bidder is qualified on the basis of the technical parameters.

1. The commercial bids of those Tenders which do not qualify on the basis of technical parameters shall not be opened and summarily rejected.
2. PSSOU reserves the right to reject any or all proposals and to waive infirmities and minor irregularities in proposals received if deemed in the best interest of PSSOU to do so.
3. PSSOU reserves the right to select any bidder for this project irrespective of the cost and is not liable to choose the lowest bidder. PSSOU may prefer the bidder with sound Technical Team and better vision for entire scope of work.
4. Any attempt by a Bidder to influence PSSOU in its bid evaluation, bid comparison or contract award decisions may results in the rejection of the Bidder's Bid.

Other Commercial Bid Terms

The rate quoted shall be inclusive of all taxes duties and statutory payments incident upon the bidder and it shall be a fixed price bid. Once the rate has been tendered to PSSOU no change / modification will be entertained for any cause whatsoever (excluding any extra liability arising out of any future changes in regulation tax and duty structure etc.)

1. The rate once quoted by the bidder will be valid for the entire period of validity of the bid as defined in the bid document.
2. The firm shall be responsible for the costs towards travel/stay, daily allowance and /or any other allowances with respect to their staff deployed with respect to the execution of this Project before or after the award of the contract.
3. An individual authorized to legally bind the bidder must sign the financial proposal in ink.

Award of Contract Criteria

PSSOU will award the Contract to the successful Bidder whose bid has been determined to be substantially responsive and has been determined as the best Technical/ service oriented Bid.

Signing of Contract

The PSSOU shall enter into contract with the successful bidder and the agreement shall cover all these points.

Registrar,
Pt. Sundarlal Sharma (open) University
Chhattisgarh Bilaspur

FORM FOR COVERING LETTER TO BE PRINTED ON FIRM'S LETTER HEAD

From
Name of firm

To,
The Registrar.
Pt. Sundarlal Sharma (Open) University
Chhattisgarh, Bilaspur- 495009

Sir,

Sub : Submission of tender form for post Examination Processing Work.
Ref : Tender document No. of Pt. Sundarlal Sharma (Open) University Chhattisgarh, Bilaspur.

We the undersigned, offer to provide our services for all the work as mentioned in your above referred tender.

We are submitting our proposal herewith together with all standard formats. We are meeting the pre-qualification criteria as stated in the tender document.

We hereby assure you that all work entrusted to us will be treated with high end security and confidentiality at our premises. We will take adequate steps to protect your sensitive data.

We will abide by all the terms and conditions as mentioned in tender document and one of our executive will remain in touch with the Registrar of the University.

We remain,

Yours sincerely
Signature and seal of firm

DECLARATION

I----- hereby declare that our firm is not black listed, debarred or prohibited by Government of India or any other State Government, University/Institution Union Territory, Authority or Organization.

I also declare that no case,s Criminal or Civil or Enquiries of any kind are pending against us.

To be printed on Companies Letter Head and singed by authorized person.

Date:
Place:

Signature
With Seal

ANNEXURE “ A”

Result Processing Rate for the Session of 2024-25

S.N.	Particulars	Rate (Per Student)	GST	Total
1.	Post- Examination Work	In Number - In Words –		
2.	Revaluation Work	In Number In Words-		
	TOTAL			

Additional Work

S.N.	Particulars	Rate (Per Student)	GST	Total
1.	Enrollment Card (Single Side, MultiColour, PVC Card With Laminated (900 Micron)	In Number- In Words		
2.	Non Tear able Paper (Mark Sheet) (130 Micron, Security Features- Wave Effect, Rainbow Colour, Micro Text, Invisible Content Logo Text, High ResolutionBorder, Anti Copy Marks & Multi Colour Printing)	In Number In Words-		
3.	Tabulation Register (A3 Size, Single Part,80 GSM Paper With Student Photograph)	In Number- In Words-		
4.	Foil/Counter Foil (75 GSM ,A4 SIZE)	(Per Page) In Number- In Words-		
5.	Old Mark sheet Printing	In Number- In Words-		
	Total			

CERTIFICATE

Certified that full contents of tender document have been thoroughly studied and understood by us before quoting above mentioned unit rate. We shall not claim / charge any other amount by way of charges, expenses etc. The unit rate quoted by us above is inclusive of everything.

(Signature of Tenderer with seal)

Name :-

Address :-

पूर्व योग्यता जाँच सूची

क्रं.	विवरण	हाँ	नहीं	पृ. क्र.
01	प्रपत्र शुल्क (TENDER COST) राशि रू. 1000/-			
02	अमानत (E. M. D.) राशि रू. 15000/- जो कि कुलसचिव, पं सुन्दरलाल शर्मा (मुक्त) विश्वविद्यालय, छत्तीसगढ़ बिलासपुर के नाम से देय हो।			
03	जी. एस. टी. पंजीयन (सक्रिय)			
04	PAN NUMBER की छायाप्रति।			
05	आयकर प्रमाणपत्र (I. T. R)			
06	टर्न ओवर प्रमाण पत्र			
07	किसी दो शास. वि. वि. में कम से कम 5 वर्ष का रिजल्ट प्रोसेसिंग कार्य का अनुभव।			
08	काली सूची में नहीं होने का घोषणा पत्र			
09	अन्य प्रासंगिक प्रमाणपत्र			

निविदाकार का हस्ताक्षर
फर्म का नाम
फर्म का सील/स्टाम्प