

RAILTEL CORPORATION OF INDIA LIMITED

(A Govt. of India Undertaking)

Expression of Interest for Selection of Partner from Empaneled Business Associate for,

Higher Education Department Chhattisgarh

Bid Number: GEM/2026/B/7082748

For

“Digitalisation of answer scripts & Onscreen Evaluation at CSVTU, Bhilai, CG”

EOI No: RCIL/WR/BPL/MKT/CSVТУ/25-26/06

Date: 30th Jan. 2026

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RAILTEL

EOI NOTICE

**RailTel Corporation of India Ltd,
17, 1st Floor, Raghunath Nagar, Near Shahpura Police station, Bhopal MP-462039
Mahalaxmi, Mumbai – 400013**

EOI No: RCIL/WR/BPL/MKT/CSVТУ/25-26/06

Date: 30th Jan. 2026

RailTel Corporation of India Ltd., (here after referred to as “RailTel”) invites EOIs from RailTel’s Empaneled Partners for the selection of suitable partner for Digitalisation of answer scripts & Onscreen Evaluation at CSVТУ, Bhilai, CG, Bid Number: GEM/2026/B/7082748 Date: 08/01/2026 and any other addendums/ corrigendum’s/ documents contained within and related to the same.

The details are as under:

1	Last date for submission of EOI Response	05 th Feb. 2026 15:00 hrs.
2	Opening of EOIs Response	05 th Feb. 2026 15:30 hrs.
3	Bid System	Single Packet system
4	EMD Amount	Rs. 5,00,000/- (Five Lakh Only)

The Token EMD should be in the favor of RailTel Corporation of India Limited payable at Mumbai through online bank transfer only. Partner needs to share the online payment transfer details like UTR No, date of payment.

RailTel Bank Details: Union Bank of India, Account No. 317801010036605, IFSC Code - UBIN0531782.

Eligible Business Associates are required to direct all communications related to this Invitation for EOI document, through the following Nominated Point of Contact persons:

1. Level - 1

Contact Name: Mr. Sonia Sahu

Designation: Senior Manager/ Marketing

E-Mail Address: sonia.sahu@railtelindia.com

Mobile No: +91- 9004444159

2. Level - 2

Contact Name: Shri Anand Kumar

Designation: Joint General Manager/Marketing

E-Mail Address: Anandnkn@railtelindia.com

Mobile No: +91- 9004444107

Note:

- ❖ Empaneled partners are required to submit soft copy of technical & price packet through an e-mail at bpltooffice@railtelindia.com duly signed by Authorized Signatories with Company seal and stamp.
- ❖ The EOI response is invited from eligible **Empaneled Partners of RailTel only. The Empaneled partner has to submit its valid empanelment Letter of Intent along with his Bid.**
- ❖ All the document must be submitted with **proper indexing** and **page no.**
- ❖ This is an **exclusive pre-RFP partnership arrangement with empaneled business associate of RailTel for participating in the end customer RFP.** Selected partner's authorized signatory has to give an undertaking they will not submit directly or indirectly their bids and techno-commercial solution/association with any other organization once selected in this EOI for pre-bid teaming arrangement (before and after submission of bid to end customer organization by RailTel). This undertaking has to be given with this EOI Response.
- ❖ **Transfer and Sub-letting.** The Business Associate has no right to give, bargain, sell, assign or sublet or otherwise dispose of the Contractor any part thereof, as well as to give or to let a third party take benefit or advantage of the present Contract or any part thereof.
- ❖ All Bidders to sign and stamp RailTel's EOI and its corrigendum's implying acceptance of all terms and conditions as mentioned and submit the same along with their Bids.
- ❖ Any changes made by RailTel's end customer in Bid Number: GEM/2026/B/7082748 Date: 08/01/2026 up to the last date of submission of the said tender by RailTel will be unquestionably & without any objection accommodated by the Bidders in their Technical & Price offer submitted against this EoI. Changes include all the technical, financial, format changes and any other changes as applicable and deemed applicable by RailTel.

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RAILTEL

❖ As Introduction about RailTel

RailTel Corporation of India Limited (RailTel), an ISO-9001:2000 organization is a Nav Ratna Government of India undertaking under the Ministry of Railways. The Corporation was formed in Sept 2000 with the objectives to create nationwide Broadband Telecom and Multimedia Network in all parts of the country, to modernize Train Control Operation and Safety System of Indian Railways and to contribute to realization of goals and objective of national telecom policy 1999. RailTel is a wholly owned subsidiary of Indian Railways.

RailTel has approximately 60000 kms of OFC along the protected Railway tracks. The transport network is built on high capacity DWDM and an IP/ MPLS network over it to support mission critical communication requirements of Indian Railways and other customers. RailTel has Tier-III Data Center in Gurgaon and Secunderabad hosting / collocating critical applications. RailTel is also providing Telepresence as a Service (TPaaS), where a High-Definition Video Conference facility bundled with required BW is provided as a Service.

For ensuring efficient administration across India, country has been divided into four regions namely, Eastern, Northern, Southern & Western each headed by Executive Director and Headquartered at Kolkata, New Delhi, Secunderabad & Mumbai respectively. These regions are further divided into territories for efficient working. RailTel has territorial offices at Guwahati, & Bhubaneswar in East, Chandigarh, Jaipur, Lucknow in North, Chennai & Bangalore in South, Bhopal, and Pune & Ahmedabad in West. Various other territorial offices across the country are proposed to be created shortly.

RailTel's business service lines can be categorized into three heads namely B2G/B2B (Business to Government and Business to Business) and B2C (Business to customers):

Licenses & Service portfolio:

Presently, RailTel holds Infrastructure Provider -1, National Long-Distance Operator, International Long-Distance Operator and Internet Service Provider (Class-A) licenses under which the following services are being offered to various customers:



• **Carrier Services**

- National Long Distance: Carriage of Inter & Intra -circle Voice Traffic across India using State of the art NGN based network through its Interconnection with all leading Telecom Operators.
- Lease Line Services: Available for granularities from E1 to multiple of Gigabit bandwidth & above.
- Dark Fiber/Lambda: Leasing to MSOs/Telco's along secured Right of Way of Railway tracks.
- Co-location Services: Leasing of Space and 1000+ Towers for collocation of MSC/BSC/BTS of Telco's.

• **Enterprise Services**

- Managed Lease Line Services: Available for granularities from E1, DS-3, STM-1 & above
- MPLS VPN: Layer-2 & Layer-3 VPN available for granularities from 2 Mbps & above
- Dedicated Internet Bandwidth: Experience the "Always ON" internet connectivity at your fingertips in granularities 2 Mbps to several Gbps

• **DATA CENTER**

- Infrastructure as a service (IaaS), Hosting as Services, Security operation Centre as a Service (SOCaaS): RailTel has MeitY empaneled two Tier-III data centres in Gurgaon & Secunderabad. Presently RailTel is hosting critical applications of Indian Railways, Central & State government/ PSUs applications. RailTel will facilitate Government's applications
- Hosting services including smooth transition to secured state owned RailTel's Data Centers and Disaster Recovery Centres. RailTel also offers SOC as a Service 'SOCaaS'. In addition, RailTel offers VPN client services so that employees can seamlessly access government's intranet, applications securely from anywhere without compromising security.

• **National Long Distance:**

Carriage of Inter & Intra -circle Voice Traffic across India using state of the art NGN based network through its Interconnection with all leading Telecom Operators.

- Lease Line Services: Available for granularities from E1 to multiple of Gigabit bandwidth & Above.
- Dark Fiber/Lambda: Leasing to MSOs/Telco's along secured Right of Way of Railway tracks
- Co-location Services: Leasing of Space and 1000+ Towers for collocation of MSC/BSC/BTS of Telco's

• **High-Definition Video Conference:**

RailTel has unique service model of providing high -definition video conference bundled with Video Conference equipment, bandwidth and FMS services to provide end to end

seamless services on OPEX model connecting HQ with other critical offices. RailTel also offers application-based video conference solution for employees to be productive specially during this pandemic situation.

- **Retail Services – RailWire**

RailWire: Triple Play Broadband Services for the Masses. RailTel has unique model of delivering broadband services, wherein local entrepreneurs are engaged in delivering & maintaining broadband services and up to 66% of the total revenues earned are shared to these local entrepreneurs in the state, generating jobs and revitalizing local economies. On date RailTel is serving approx. 4,68,000 subscribers on PAN Indian basis. RailTel can provide broadband service across– Government PSU or any organization’s officers colonies and residences.

- ❖ **Project Background and Objective of EOI**

RailTel intends to participate in RFP floated by end Customer organization for Establishment of LAN and CCTV Infrastructure along with Comprehensive Maintenance Service for a Period of Three (03) Years

RailTel invites EOIs from RailTel’s Empaneled Partners for the selection of suitable partner for participating in above mentioned work for the agreed scope work. The empaneled partner is expected to have excellent execution capability and good understanding customer local environment.

- ❖ **Scope of Work**

The scope of work will be as mentioned in the end Customer Organization Tender Document for Digitalisation of answer scripts & Onscreen Evaluation for CSVTU, Bhilai, CG with latest amendment/ Corrigendum/ Clarifications uploaded upto the last date of submission of the aforesaid tender.

The broad scope of work is mentioned in end customer. Bid Number: GEM/2026/B/7082748
Date: 08/01/2026 along with its latest amendments and clarifications.



In case of any discrepancy or ambiguity in any clause / specification pertaining to scope of work area, the tender/RFP and corrigendum/addendum released by end customer organization shall supersede and will be considered sacrosanct. (All associated clarifications, response to queries, revisions, addendum, and corrigendum, associated prime service agreement PSA/MSA/SLA also included.)

Bidder must be RailTel's empaneled partner and will be responsible for all the conditions mentioned in this and the end customer RFP.

Special Note: RailTel may retain some portion of the work mentioned in the end organization RFP, where RailTel has competence so that overall proposal becomes most winnable proposal.

❖ **Response to EOI guidelines**

❖ **Language of Proposals**

The proposal and all correspondence and documents shall be written in English in soft copy through an email.

❖ **RailTel's Right to Accept/Reject responses**

RailTel reserves the right to accept or reject any response and annul the bidding process or even reject all responses at any time prior to selecting the partner, without thereby incurring any liability to the affected bidder or Business Associate or without any obligation to inform the affected bidder or bidders about the grounds for RailTel's action.

❖ **EOI response Document**

The bidder is expected to examine all instructions, forms, terms and conditions and technical specifications in the bidding documents. Submission of bids, not substantially responsive to the bidding document in every aspect will be at the bidder's risk and may result in rejection of its bid without any further reference to the bidder.

All pages of the documents shall be signed by the bidder including the closing page in token of his having studied the EOI document and should be submitted along with the bid.

❖ **Period of Validity of bids and Bid Currency**

Bids shall remain valid for a period of 180 days from the date of Bid submission issued by the end Customer organization for which bid is going to be submitted.

❖ **Bid Earnest Money (EMD)**

- The Business Associate shall furnish a sum as given in EOI Notice via online transfer from any scheduled bank in India in favor of "RailTel Corporation of India Limited" along with the offer. This will be called as EOI/Token EMD.
- Offers not accompanied with valid Token Earnest Money Deposit shall be summarily rejected.
- In case if offer is selected for bidding, the partner has to furnish Earnest Money Deposit (for balance amount as mentioned in the customer's Bid or as per

RailTel policy as applicable) for the bid to RailTel in the form of Online Transfer/BG/combination of both. The selected Business Associate shall have to submit EMD before submission of bid to end customer as applicable.

- Return of EMD for unsuccessful Business Associates: EOI EMD of the unsuccessful Business Associate shall be returned without interest after completion of EOI process.
- Return of EMD for successful Business Associate: EOI-EMD & Earnest Money Deposit (balance proportionate EMD) and Integrity Pact BG of the successful bidder will be discharged / returned as promptly as possible after the receipt of RailTel's EMD/BG from the end Customer and or on receipt of Security Deposit Performance Bank Guarantee as applicable (clause no. 4.6) from Business Associate whichever is later.
- Forfeiture of EOI EMD or EOI EMD & balance EMD (balance proportionate EMD) and or Penal action as per EMD Declaration:
- The EOI EMD will be forfeited if the Balance EMD is not paid before RailTel's bid submission in end customers Tender
- The EOI EMD & Balance EMD may be forfeited and or penal action shall be initiated if a Business Associate withdraws his offer or modifies the terms and conditions of the offer during validity period.
- In case of non-submission of SD/PBG (as per clause no. 4.6) lead to forfeiture of EOI EMD, EMD (balance proportionate EMD) if applicable and Integrity Pact and or suitable action as prescribed in the EMD Declaration shall be initiated as applicable.
- Having participated with another party/directly/through consortium apart from RailTel in RailTel's end customer Tender

❖ **Security Deposit / Performance Bank Guarantee (PBG)**

- In case the bid is successful, the PBG of requisite amount proportionate to the agreed scope of the work will have to be submitted to RailTel.
- As per work share arrangements agreed between RailTel and Business Associate the PBG will be proportionately decided and submitted by the selected Business Associate.

❖ **Last date & time for Submission of EOI response**

EOI response must be submitted to RailTel at the email address specified in the preamble not later than the specified date and time mentioned in the preamble.

❖ **Modification and/or Withdrawal of EOI response**

EOI response once submitted will be treated, as final and no modification will be permitted except with the consent of the RailTel.

No Business Associate shall be allowed to withdraw the response after the last date and time for submission.

The successful Business Associate will not be allowed to withdraw or back out from the response commitments. In case of withdrawal or back out by the successful business associate, the Earnest Money Deposit shall be forfeited, and all interests/claims of such Business Associate shall be deemed as foreclosed.

❖ **Details of Financial bid for the above referred tender**

Business Associate meeting eligibility criteria and lowest price will be selected for exclusive pre-bid arrangement for optimizing technical and commercial solution so that most winnable solution is submitted to end customer.

In case if there are Two or more Business Associate meeting eligibility criteria and quoting same price, then negotiation will be conducted within this Sole partner in the second stage for the given scope of the work and Sole bidder with overall lowest (L1) offer will be selected for exclusive pre bid arrangement for optimizing technical and commercial solution.

The final bid for the tender will be prepared jointly with the selected Business Associate so that the optimal bid can be put with a good chance of winning the Tender.

Also, it may be noted that RailTel may choose multiple BAs for final bidding depending upon the lowest offer received so that a winning bid can be put forth.

The BAs will have to encompass RailTel margin over all components of the Price in end customer Tender/RFP.

Any Changes in the end customer Tender after the last date of submission of RailTel EoI shall be unquestionably & without any objection accommodated by the BA/BAs in their Technical & Price offer submitted against this EoI.

❖ **Clarification of EOI Response**

To assist in the examination, evaluation and comparison of bids the purchaser may, at its discretion, ask the Business Associate for clarification. The response should be in writing and no change in the price or substance of the EOI response shall be sought, offered or permitted.

❖ **Period of Association/Validity of Agreement**

RailTel will enter into a pre-bid agreement with selected bidder with detailed Terms and conditions.



❖ **Eligibility Criteria for Bidding Business Partner of RailTel**

S No	Particulars	Criteria for Tender Package
		(Mandatory Compliance & Document Submission)
A)	Financial Conditions	
1.	Bidder should be a legally registered entity in India since last 3 (Three) years as on the date of submission of bid. Bidder to submit Documentary evidence of Registration along with the Bid proposal.	1. Certificate of Incorporation 2. GST Registration & TIN 3. PAN Card 4. Valid empaneled Letter by RailTel.
2.	Bidder should have an average minimum annual turnover of Rs 10.00 Crore in IT related services during last three financial years (FY 2022-23, FY 2023-24, FY 2024-25)	PO copy and respective service completion certificate.
B)	Technical Conditions	
3.	1) Bidders should have executed contracts/ Experience similar type of Project in University/Education sector for Pre & Post exam or digital Evaluation and having experience in university management or administrative IT or IT enabled services to any of the State Govt. / Central Govt. / PSU /Any government undertaking satisfactorily completed.	Bidder shall submit a copy of the Contract/Work Order along with the Work.
4.	The Bidder and OEM should not be blacklisted/debarred by any Central or State government/state PSUs.	Undertaking or declaration on company letter head.
5.	The Bidder should have certificate at the time bid submission ISO 9001 and certification or CMMI level 3 certification or higher.	Related certificates to be submitted.

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❖ Bidder's Profile

The bidder shall provide the information in the below table:

S. No.	ITEM	Details
1.	Full name of bidder's firm	
2.	Full address, telephone numbers, fax numbers, and email address of the primary office of the organization / main / head / corporate office	
3.	Name, designation and full address of the Chief Executive Officer/Director of the bidder's organization as a whole, including contact numbers and email Address	
4.	Full address, telephone and fax numbers, and email addresses of the office of the organization dealing with this tender	
5.	Name, designation and full address of the person dealing with the tender to whom all reference shall be made regarding the tender enquiry. His/her telephone, mobile, Fax and email address	
6.	Bank Details (Bank Branch Name, IFSC Code, Account number)	
7.	PAN, GST, TAN Registration numbers	

❖ Evaluation Criteria

- The Business Associates are first evaluated on the basis of the Eligibility Criteria as per clause 5 above.
- The Business Associate qualifying the Eligibility criteria will be selected for exclusive pre- bid arrangement for optimizing technical and commercial solution so that most winnable solution is submitted to end customer.
- In case if there are two or more Sole Bidders meeting eligibility criteria then the price bids will be sought from these Sole Bidder in the second stage for the given scope of the work and Sole Bidder with overall lowest (L1) offer will be selected for exclusive pre-bid arrangement for optimizing technical and commercial solution.
- RailTel reserves the right to accept or reject the response against this EOI, without assigning any reasons. The decision of RailTel is final and binding on the participants. The RailTel evaluation committee will determine whether the proposal/ information is complete in all respects and the decision of the evaluation committee shall be final. RailTel may at its discretion assign lead factor to the Business associate as per RailTel policy for shortlisting partner against this EOI.
- All General requirements mentioned in the Technical Specifications are required to be complied. The solution proposed should be robust and scalable.

❖ **Withdrawal of Bids**

A Bidder wishing to withdraw its bid shall notify to RailTel by e-mail prior to the deadline prescribed for bid submission. The notice of withdrawal shall be addressed to RailTel at the address named in the Bid Data Sheet, and bear the Contract name, the <Title> and < Bid No.>, and the words “Bid Withdrawal Notice.” Bid withdrawal notices received after the bid submission deadline will be ignored, and the submitted bid will be deemed to be a valid submitted bid.

No bid can be withdrawn in the interval between the bid submission deadline and the expiration of the bid validity period specified in the Bid Data Sheet. Withdrawal of a bid during this interval may result in the forfeiture of the Bidder’s EMD.

❖ **Evaluation Process**

The evaluation process of the bid proposed to be adopted by RailTel is indicated in this section. The purpose of this section is to provide the Bidder an idea of the evaluation process that RailTel may adopt.

RailTel shall appoint a Bid Evaluation Committee (BEC) to scrutinize and evaluate the technical and commercial bids received. The BEC will examine the Bids to determine whether they are complete, responsive and whether the bid format conforms to the bid requirements. RailTel may waive any informality or non-conformity in a bid which does not constitute a material deviation according to RailTel.

The bid prices should not be mention in any part of the bid other than the Commercial Bid. Any attempt by a bidder to influence the bid evaluation process may result in the rejection of Bid and forfeiture of EMD.

❖ **Performance Bank Guarantee**

The Bidder shall at his own expense, deposit with RailTel, an unconditional and irrevocable Performance Bank Guarantee (PBG) from nationalized banks or scheduled banks excluding Co-operative banks as per the format given in this bid, payable on demand, for the due performance and fulfilment of the contract by the Bidder.

This Performance Bank Guarantee will be submitted within 25 days of the notification of award of the contract/ Letter of Acceptance (LOA) issuance whichever is earlier. If PBG is not submitted within this time frame a delayed PBG penalty will be attracted. Post 25 days and up to 50 days from date of notification of award of the contract/ Letter of Acceptance (LOA) issuance a penalty at 15% per annum interest of LOA amount will be levied as delayed PBG penalty and this penalty will be deducted from the Invoices & EMD of the Bidder. After these 50 days if PBG is not submitted then it will be assumed that the Bidder is not interested in submitting PBG and the Amount of PBG along with the delayed PBG penalty calculated will be retained from Invoices & EMD of the Bidder. Non-submission of PBG can also lead to cancellation of contract and the decision with respect to whether, to retain the PBG Amount and penalty from Invoices & EMD or cancellation of contract, will be at the sole discretion of RailTel. In the event of cancellation of contract EMD will be forfeited. If PBG is retained from Invoices & EMD then the PBG Amount only and not the penalty attracted will be paid to the Bidder in such a case post

the contract period plus three months (expected PBG validity date) are over after deducting any applicable deductions (e.g.: Poor service, etc).

This Performance Bank Guarantee will be for an amount equivalent to a particular percentage of the total contract value or as specified in RailTel's end customers tender. All charges whatsoever such as premium, commission, stamp duties etc. with respect to the Performance Bank Guarantee shall be borne by the Bidder. The Performance Bank Guarantee format can be found in this document.

The Performance Bank Guarantee may be discharged/ returned by RailTel upon being satisfied that there has been due performance of the obligations of the Bidder under the contract. However, no interest shall be payable on the Performance Bank Guarantee.

In the event of the Bidder being unable to service the contract for whatever reason, RailTel would invoke the PBG. Notwithstanding and without prejudice to any rights whatsoever of RailTel under the Contract in the matter, the proceeds of the PBG shall be payable to RailTel as compensation for any loss resulting from the Bidder's failure to complete its obligations under the Contract. RailTel shall notify the Bidder in writing of the exercise of its right to receive such compensation within 30 days, indicating the contractual obligation(s) for which the Bidder is in default.

The 30 days' notice period shall be considered as the 'Cure Period' to facilitate the Implementation Agency to cure the breach. The PBG shall be invoked only if the breach is solely attributable to the bidder and the bidder fails to rectify the breach within the 'Cure Period'.

RailTel shall also be entitled to make recoveries from the Bidder's bills, performance bank guarantee, or from any other amount due to the Bidder, the equivalent value of any payment made to the Bidder due to inadvertence, error, collusion, misconstruction or misstatement.

❖ **Rights to Terminate the Process**

RailTel may terminate the bid process at any time and without assigning any reason. RailTel makes no commitments, express or implied, that this process will result in a business transaction with anyone.

This bid document does not constitute an offer by RailTel. The Bidder's participation in this process may result in RailTel selecting the Bidder to engage in further discussions and negotiations towards execution of a contract. The commencement of such negotiations does not, however, signify a commitment by RailTel to execute a contract or to continue negotiations. RailTel may terminate negotiations at any time without assigning any reason.

❖ **Payment terms**

RailTel shall make payment to selected Business Associate after receiving payment from Customer for the agreed scope of work. In case of any penalty or deduction made by customer for the portion of work to be done by BA, same shall be passed on to Business Associate.

- All payments by RailTel to the Partner will be made after the receipt of payment by RailTel from end customer organization and upon submission of correct Tax Invoices as per statutory norms.
- The Payments received from end customer will be disbursed Scope wise to the selected BA.
- Payments to selected BAs will be in Arrears only

❖ **SLA/Penalty/LD**

The selected bidder will be required to adhere to the SLA/Penalty/LD matrix as defined in the end Customer organization tender for his scope of work and the SLA/Penalty/LD breach penalty will be applicable proportionately on the selected bidder, as specified in the end Customer organization Tender. The SLA/Penalty/LD scoring and penalty deduction mechanism for in-scope of work area shall be followed as specified in the Tender. All associated clarifications, responses to queries, revisions, addendum and corrigendum, associated Prime Services Agreement (PSA)/ MSA/ SLA also included. Any deduction by Customer from RailTel payments on account of SLA/Penalty/LD breach which is attributable to Partner and will be passed on to the Partner proportionately based on its scope of work.

❖ **Duration of the Contract Period**

The contract shall remain in force for a minimum period of 1 year from the Commercial Operation Date (COD) which will be back-to-back as per end customer Tender/RFP. The effective date will be the day when the Condition Precedents are met. After 1 year, RailTel may extend the agreement as per its end customers' requirements and performance.

Note:

- Depending on RailTel's business strategy RailTel may choose to work with Partner who is most likely to support in submitting a winning bid
- All Documents and requirements like EMD, Tender Fees, PBG, Contract Agreement to be shared/executed Back-to-Back as per the end customer RFP/Tender with Bid Number: GEM/2026/B/7082748 Date: 08/01/2026.
- . In case of any discrepancy or ambiguity in any clause /specification pertaining to scope of work area, the RFP released by end customer organization shall supersede and will be considered sacrosanct. (All associated clarifications, response to queries, revisions, addendum and corrigendum, associated prime service agreement (PSA)/ MSA/ SLA also included.)
- All clauses such as cost involved, payment term, validity, lock in period, etc will be back-to-back as per customer tender
- All required MAFs and other OEM related documents along with end customer consortium partner related documents like Integrity pact, Manpower CVs, etc which are mandatory in RailTel's end customer tender is to be arranged by Selected Bidders before RailTel's submission of Bid in end customer tender.

Annexure 1: COVERING LETTER

(To be submitted by sole Bidder on Letter head)

EoI Reference No: _____ Date: _____

To
RailTel Corporation of India Ltd.
Plot No. 17, 1st Floor, Raghunath
Nagar, Near Shahpura Police station,
Bhopal MP-462039

Dear Sir,

SUB: Participation in the EoI process

Having examined the Invitation for EoI document bearing the reference number ____ Dt. ____ released by your esteemed organization, we, undersigned, hereby acknowledge the receipt of the same and offer to participate in conformity with the said Invitation for EoI document.

If our application is accepted, we undertake to abide by all the terms and conditions mentioned in the said Invitation for EoI document.

We hereby declare that all the information and supporting documents furnished as a part of our response to the said Invitation for EoI document, are true to the best of our knowledge. We understand that in case any discrepancy is found in the information submitted by us, our EoI is liable to be rejected.

We hereby Submit EMD amount of Rs. _____ issued vide _____ from Bank _____.

Authorized Signatory Name:

Designation:

Contact No:

E-Mail Address:

Signature:

Seal of the Organization:

Annexure 2: Self-Certificate & Undertaking

(To be submitted by sole Bidder on Letter Head)

EOI Reference No: _____ Date: _____

To
RailTel Corporation of India Ltd.
Plot No. 17, 1st Floor, Raghunath
Nagar, Near Shahpura Police station,
Bhopal MP - 462039

Dear Sir,

Sub: Self Certificate for Tender, Technical, Commercial & other compliances

1. Having examined the technical specifications mentioned in this EOI & end customer tender, we hereby confirm that we meet all specification.
2. We agree to abide by all the technical, commercial & financial conditions of the end customer RFP for which EOI is submitted (except pricing, termination & risk purchase rights of the RailTel). We understand and agree that RailTel shall release the payment to selected sole partner/lead partner after the receipt of corresponding payment from end customer by RailTel. Further we understand that in case selected sole bidder fails to execute assigned portion of work, then the same shall be executed by RailTel through third party or departmentally at the risk and cost of selected sole partner bidder.
3. We agree to abide by all the technical, commercial & financial conditions of the end customer's RFP for the agreed scope of work for which this EOI is submitted.
4. We hereby agree to comply with all OEM technical & financial documentation including MAF, Technical certificates/others as per end-to-end requirement mentioned in the end customer's RFP. We are hereby enclosing the arrangement of OEMs against each of the BOQ item quoted as mentioned end customer's RFP. We also undertake to submit MAF and other documents required in the end Customer organization tender in favour of RailTel against the proposed products.
5. We hereby certify that any services, equipment and materials to be supplied are produced in eligible source country complying with OM/F. No. 6/18/2019 dated 23rd July 2020 issued by DoE, MoF.
6. We hereby undertake to work with RailTel as per end customer's RFP terms and conditions. We confirm to submit all the supporting documents constituting/ in compliance with the Criteria as required in the end customer's RFP terms and conditions like technical certificates, OEM compliance documents.
7. We understand and agree that RailTel is intending to select a sole bidder who is willing to accept all terms & conditions of end customer organization's RFP for the agreed scope of work. RailTel will strategies to retain scope of work where RailTel has competence.

8. We hereby agree to submit that in case of being selected by RailTel as sole bidder for the proposed project (for which EOI is submitted), we will submit all the forms, appendix, relevant documents etc. to RailTel that is required and desired by end Customer well before the bid submission date by end customer and as and when required.
9. We hereby undertake to sign Pre-Bid Agreement, Pre-Contract Integrity Pact and Non-Disclosure Agreement with RailTel on a non-judicial stamp paper of Rs. 500/- in the prescribed Format.
10. We undertake that we will not submit directly or indirectly out bids and techno-commercial solution/association with any other organization once selected in this EOI for pre-bid teaming arrangement (before and after submission of bid to end customer organization by RailTel)

Authorized Signatory Name:

Designation:

Signature:

Seal of the Organization:



Annexure 3: Undertaking for not being Blacklisted/Debarred
(To be submitted by sole bidder on Letter Head)

EoI Reference No: _____ Date: _____

To
RailTel Corporation of India Ltd.
Plot No. 17, 1st Floor, Raghunath
Nagar, Near Shahpura Police station,
Bhopal MP-462039

Dear Sir,

Subject: Undertaking for not being Blacklisted/Debarred

We, <Company Name>, having its registered office at <Address> hereby declares that that the Company has not been blacklisted/debarred by any Governmental/ Non-Governmental organization in India for past 3 Years as on bid submission date.

Authorized Signatory Name:

Designation:

Signature:

Seal of the Organization:

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Annexure 4: Format of Affidavit

FORMAT FOR AFFIDAVIT TO BE UPLOADED BY SOLE PARTNER ALONGWITH THE EOI DOCUMENTS

(To be executed in presence of Public notary on non-judicial stamp paper of the value of Rs. 500/-. The paper has to be in the name of the BA) **

I..... (Name and designation) * appointed as the attorney/authorized signatory of the BA (including its constituents),

M/s _____ (hereinafter called the BA) for the purpose of the EOI documents for the work of _____ as per the EOI No. _____ Dt. _____ of (RailTel Corporation of India Ltd), do hereby solemnly affirm and state on the behalf of the BA including its constituents as under:

1. I/we the BA (s), am/are signing this document after carefully reading the contents.
2. I/we the BA(s) also accept all the conditions of the EOI and have signed all the pages in confirmation thereof.
3. I/we hereby declare that I/we have downloaded the EOI documents from RailTel website www.railtelindia.com. I/we have verified the content of the document from the website and there is no addition, no deletion or no alternation to be content of the EOI document. In case of any discrepancy noticed at any stage i.e. evaluation of EOI, execution of work or final payment of the contract, the master copy available with the RailTel Administration shall be final and binding upon me/us.
4. I/we declare and certify that I/we have not made any misleading or false representation in the forms, statements and attachments in proof of the qualification requirements.
5. I/we also understand that my/our offer will be evaluated based on the documents/credentials submitted along with the offer and same shall be binding upon me/us.
6. I/we declare that the information and documents submitted along with the EOI by me/us are correct and I/we are fully responsible for the correctness of the information and documents, submitted by us.
7. I/we undersigned that if the certificates regarding eligibility criteria submitted by us are found to be forged/false or incorrect at any time during process for evaluation of EOI, it shall lead to forfeiture of the EOI EMD besides banning of business for five years on entire RailTel. Further, I/we (insert name of the BA) * and all my/our constituents understand that my/our constituents understand that my/our offer shall be summarily rejected.
8. I/we also understand that if the certificates submitted by us are found to be false/forged or incorrect at any time after the award of the contract, it will lead to termination of the contract, along with forfeiture of EMD/SD and Performance guarantee besides any other action provided in the contract including banning of business for five years on entire RailTel.

DEPONENT
SEAL AND SIGNATURE OF THE BA

VERIFICATION

I/We above named EOI do hereby solemnly affirm and verify that the contents of my/our above affidavit are true and correct. Nothing has been concealed and no part of it is false.

DEPONENT

SEAL AND SIGNATURE OF THE ADVOCATE

Place:

Dated:

****The contents in Italics are only for guidance purpose. Details as appropriate are to be filled in suitably by BA. Attestation before Magistrate/ Notary Public.**

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Annexure 5: Draft Non-Disclosure Agreement

(To be submitted on a Rs. 500 Stamp Paper)

This Non-Disclosure Agreement (“Non-Disc”) is made and entered into _____ day of _____ month _____ year (effective date) by and between _____ (“Department”) and _____ (“Company”). Whereas, Department and Company have entered into an Agreement (“Agreement”) _____ effective _____ for _____ and

Whereas, each party desires to disclose to the other party certain information in oral or written form which is proprietary and confidential to the disclosing party, (“CONFIDENTIAL INFORMATION”).

NOW, THEREFORE, in consideration of the foregoing and the covenants and agreements contained herein, the parties agree as follows:

1. Definitions. As used herein:

- a. The term “Confidential Information” shall include, without limitation, all information and materials, furnished by either Party to the other in connection with citizen/users/persons/customers data, products and/or services, including information transmitted in writing, orally, visually, (e.g. video terminal display) or on magnetic or optical media, and including all proprietary information, customer and prospect lists, trade secrets, trade names or proposed trade names, methods and procedures of operation, commercial or marketing plans, licensed document know-how, ideas, concepts, designs, drawings, flow charts, diagrams, quality manuals, checklists, guidelines, processes, formulae, source code materials, specifications, programs, software packages, codes and other intellectual property relating to the disclosing party’s data, computer database, products and/or services. Results of any tests, sample surveys, analytics, data mining exercises or usages etc. carried out by the receiving party in connection with the Department’s information including citizen/users/persons/customers personal or sensitive personal information as defined under any law for the time being in force shall also be considered Confidential Information.
- b. The term, “Department” shall include the officers, employees, agents, consultants, contractors and representatives of Department.
- c. The term, “Company” shall include the directors, officers, employees, agents, consultants, contractors and representatives of Company, including its applicable affiliates and subsidiary companies.

2. Protection of Confidential Information: With respect to any Confidential Information disclosed to it or to which it has access, Company affirms that it shall:

- a. Use the Confidential Information as necessary only in connection with Project and in accordance with the terms and conditions contained herein;

- b. Maintain the Confidential Information in strict confidence and take all reasonable steps to enforce the confidentiality obligations imposed hereunder, but in no event take less care with the Confidential Information than the parties take to protect the confidentiality of its own proprietary and confidential information and that of its clients;
 - c. Not to make or retain copy of any commercial or marketing plans, citizen/users/persons/customers database, Bids developed by or originating from Department or any of the prospective clients of Department except as necessary, under prior written intimation from Department, in connection with the Project, and ensure that any such copy is immediately returned to Department even without express demand from Department to do so;
 - d. Not disclose or in any way assist or permit the disclosure of any Confidential Information to any other person or entity without the express written consent of the other party; and
 - e. Return to the other party, or destroy, at Department's discretion, any and all Confidential Information disclosed in a printed form or other permanent record, or in any other tangible form (including without limitation, all copies, notes, extracts, analyses, studies, summaries, records and reproductions thereof) immediately upon the earlier to occur of (i) expiration or termination of either party's engagement in the Project, or (ii) the request of the other party therefore.
 - f. Not to discuss with any member of public, media, press, any or any other person about the nature of arrangement entered between Department and Company or the nature of services to be provided by the Company to the Department.
3. **Onus.** Company shall have the burden of proving that any disclosure or use inconsistent with the terms and conditions hereof falls within any of the foregoing exceptions.
4. **Exceptions.** These restrictions as enumerated in section 1 of this Agreement shall not apply to any Confidential Information:
- a. Which is independently developed by Company or lawfully received from another source free of restriction and without breach of this Agreement; or
 - b. After it has become generally available to the public without breach of this Agreement by Company; or
 - c. Which at the time of disclosure to Company was known to such party free of restriction and evidenced by documentation in such party's possession; or
 - d. Which Department agrees in writing is free of such restrictions.
 - e. Which is received from a third party not subject to the obligation of confidentiality with respect to such Information;

- 5. Remedies.** Company acknowledges that
- (a) any actual or threatened disclosure or use of the Confidential Information by Company would be a breach of this agreement and may cause immediate and irreparable harm to Department;
 - (b) Company affirms that damages from such disclosure or use by it may be impossible to measure accurately; and
 - (c) injury sustained by Department may be impossible to calculate and remedy fully.
- Therefore, Company acknowledges that in the event of such a breach, Department shall be entitled to specific performance by Company of Company's obligations contained in this Agreement. In addition, Company shall indemnify Department of the actual and liquidated damages which may be demanded by Department. Moreover, Department shall be entitled to recover all costs (including reasonable attorneys' fees) which it or they may incur in connection with defending its interests and enforcement of legal rights arising due to a breach of this agreement by Company.
- 6. Need to Know.** Company shall restrict disclosure of such Confidential Information to its employees and/or consultants with a need to know (and advise such employees of the obligations assumed herein), shall use the Confidential Information only for the purposes set forth in the Agreement, and shall not disclose such Confidential Information to any affiliates, subsidiaries, associates and/or third party without prior written approval of the disclosing party.
- 7. Intellectual Property Rights Protection.** No license to a party, under any trademark, patent, copyright, design right, mask work protection right, or any other intellectual property right is either granted or implied by the conveying of Confidential Information to such party.
- 8. No Conflict.** The parties represent and warrant that the performance of its obligations hereunder does not and shall not conflict with any other agreement or obligation of the respective parties to which they are a party or by which the respective parties are bound.
- 9. Authority.** The parties represent and warrant that they have all necessary authority and power to enter into this Agreement and perform their obligations hereunder.
- 10. Dispute Resolution.** If any difference or dispute arises between the Department and the Company in connection with the validity, interpretation, implementation or alleged breach of any provision of this Agreement, any such dispute shall be referred appropriately to RailTel/ stakeholders/ partners/ patrons
- a. The arbitration proceedings shall be conducted in accordance with the (Indian) Arbitration and Conciliation Act, 1996 and amendments thereof.
 - b. The place of arbitration shall be Mumbai.
 - c. The arbitrator's award shall be substantiated in writing and binding on the parties.
 - d. The proceedings of arbitration shall be conducted in English language.
 - e. The arbitration proceedings shall be completed within a period of 180 days from the date of reference of the dispute to arbitration.
- 11. Governing Law.** This Agreement shall be interpreted in accordance with and governed by

the substantive and procedural laws of India and the parties hereby consent to the exclusive jurisdiction of Courts and/or Forums situated at Mumbai, India only.

- 12. Entire Agreement.** This Agreement constitutes the entire understanding and agreement of the parties, and supersedes all previous or contemporaneous agreement or communications, both oral and written, representations and under standings among the parties with respect to the subject matter hereof.
- 13. Amendments.** No amendment, modification and/or discharge of this Agreement shall be valid or binding on the parties unless made in writing and signed on behalf of each of the parties by their respective duly authorized officers or representatives.
- 14. Binding Agreement.** This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and permitted assigns.
- 15. Severability.** It is the intent of the parties that in case any one or more of the provisions contained in this Agreement shall be held to be invalid or unenforceable in any respect, such provision shall be modified to the extent necessary to render it, as modified, valid and enforceable under applicable laws, and such invalidity or unenforceability shall not affect the other provisions of this Agreement.
- 16. Waiver.** If either party should waive any breach of any provision of this Agreement, it shall not thereby be deemed to have waived any preceding or succeeding breach of the same or any other provision hereof.
- 17. Survival.** Both parties agree that all of their obligations undertaken herein with respect to Confidential Information received pursuant to this Agreement shall survive till perpetuity even after any expiration or termination of this Agreement.
- 18. Non-solicitation.** During the term of this Agreement and thereafter for a further period of two (2) years Company shall not solicit or attempt to solicit Department's employees and/or consultants, for the purpose of hiring/contract or to proceed to conduct operations/business similar to Department with any employee and/or consultant of the Department who has knowledge of the Confidential Information, without the prior written consent of Department. This section will survive irrespective of the fact whether there exists a commercial relationship between Company and Department.
- 19. Term.** Subject to aforesaid section 17, this Agreement shall remain valid up to ____years from the "effective date".

IN WITNESS HEREOF, and intending to be legally bound, the parties have executed this Agreement to make it effective from the date and year first written above.

For Department

Name:

Title:

WITNESSES:

1. _____

2. _____

For Company

Name:

Title:

WITNESSES:

1. _____

2. _____

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Annexure 7: Complete EoI Examination & Nil Deviation Certificate

(To be submitted by Bidder)

To
RailTel Corporation of India Ltd.
Plot No. 17, 1st Floor, Raghunath
Nagar, Near Shahpura Police station,
Bhopal MP-462039

Sub: Complete EoI Examination & Nil Deviation Certificate

Ref: EoI Number: _____ Dated: _____

Dear Sir,

We <Bidder Name> having completely examined the referred EoI, its corrigendum and any other documents/its addendums/corrigendum referred in this EoI, conclude that we have understood the Terms & Conditions of the EoI and its subsequent addendums & corrigendum (if any) and any other documents/its addendums/corrigendum referred in this EoI. We declare that we have sought all clarifications for the same from RailTel or its end customer for anything contained in this EoI & any other documents/its addendums/ corrigendum referred in this EoI and have been satisfied with the clarifications to the fullest extent and there are no terms, clauses, conditions, etc which are ambiguous.

We also declare that there is no deviation from adhering to anything that is contained in this EoI and any other documents/its addendums/corrigendum referred in this EoI and that any deviation later raised by us shall lead to forfeiture of the Bid/Contract at complete discretion of RailTel.

Signature of Authorized Signatory (with official seal)

Name :
Designation :
Address :
Telephone and Fax :
E-mail address :

Annexure 8: Back-to-Back Compliance Certificate

(To be submitted by Bidder)

To
RailTel Corporation of India Ltd.
Plot No. 17, 1st Floor, Raghunath
Nagar, Near Shahpura Police station,
Bhopal MP-462039

Sub: Complete back-to-back Compliance Certificate

Ref: 1) EoI Number: _____ Dated: _____

2) Bid Reference No.: and all of its addendums/ corrigendum's & published documents

Dear Sir,

Considering reference 1 & 2 we would like to declare that we have read and understood the EoI, its corrigendum and any other documents/its addendums/corrigendum referred in this EoI thoroughly. We would like to give you our back-to-back compliance for all the tender terms and conditions, clauses, timelines, deliverables and anything explicitly mentioned in the EoI, its corrigendum and any other documents/its addendums/corrigendum referred in this EoI.

Signature of Authorized Signatory (with official seal)

Name :

Designation :

Address :

Telephone and Fax :

E-mail address :

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Annexure 9: Performance Bank Guarantee Format

(For a sum of percentage of the value of the contract as per RailTel's end customer RFP/tender)
(Stamp Duty to be confirmed by RailTel in co-ordination with RailTel's Legal Department)
(Final Draft to be confirmed by RailTel Legal before BG issuance)

To
RailTel Corporation of India Ltd.
Plot No. 17, 1st Floor, Raghunath
Nagar, Near Shahpura Police station,
Bhopal MP-462039

WHEREAS:

_____ name and address of Applicant] (hereinafter called "the Applicant") and RailTel (the "Authority") have entered into an agreement (the "Agreement") for (Title of tender/Date.....) subject to and in accordance with the provisions of the Agreement.

(A) The Agreement requires the Applicant to furnish a Performance Security for due and faithful performance of its obligations, under and in accordance with the Agreement, during the {Implementation Period/ Defects Liability Period and Maintenance Period} (as defined in the Agreement) in a sum of Rs ***** Cr.

(B) We, Through our branch at (The "Bank") have agreed to furnish this bank guarantee (hereinafter called the "Guarantee") by way of Performance Security. NOW, THEREFORE, the Bank hereby, unconditionally and irrevocably, guarantees and affirms as follows:

1. The Bank hereby unconditionally and irrevocably guarantees the due and faithful performance of the Applicant obligations during the {Implementation period /Defects Liability Period and maintenance period} under and in accordance with the Agreement, and agrees and undertakes to pay to the Authority, upon its mere first written demand, and without any demur, reservation, recourse, contest or protest, and without any reference to the Applicant, such sum or sums up to an aggregate sum of the Guarantee Amount as the Authority shall claim, without the Authority being required to prove or to show grounds or reasons for its demand and/or for the sum specified therein.

2. A letter from the Authority, under the hand of an officer not below the rank of General Manager in RailTel that the Applicant has committed default in the due and faithful performance of all or any of its obligations under and in accordance with the Agreement shall be conclusive, final and binding on the Bank. The Bank further agrees that the Authority shall be the sole judge as to whether the Applicant is in default in due and faithful performance of its obligations during and under the Agreement and its decision that the Applicant is in default shall be final and binding on the Bank, notwithstanding any difference between the Authority and the Applicant, or any dispute between them pending before any court, tribunal, arbitrators or any other Authority or body, or by the discharge of the Applicant for any reason whatsoever.
3. In order to give effect to this Guarantee, the Authority shall be entitled to act as if the Bank were the principal debtor and any change in the constitution of the Applicant and/or the Bank, whether by their absorption with any other body or corporation or otherwise, shall not in any way or manner affect the liability or obligation of the Bank under this Guarantee.
4. It shall not be necessary, and the Bank hereby waives any necessity, for the Authority to proceed against the Applicant before presenting to the Bank its demand under this Guarantee.
5. The Authority shall have the liberty, without affecting in any manner the liability of the Bank under this Guarantee, to vary at any time, the terms and conditions of the Agreement or to extend the time or period for the compliance with, fulfilment and/or performance of all or any of the obligations of the Applicant contained in the Agreement or to postpone for any time, and from time to time, any of the rights and powers exercisable by the Authority against the Applicant, and either to enforce or forbear from enforcing any of the terms and conditions contained in the Agreement and/or the securities available to the Authority, and the Bank shall not be released from its liability and obligation under these presents by any exercise by the Authority of the liberty with reference to the matters aforesaid or by reason of time being given to the Applicant or any other forbearance, indulgence, act or omission on the part of the Authority or of any other matter or thing whatsoever which under any law relating to sureties and guarantors would but for this provision have the effect of releasing the Bank from its liability and obligation under this Guarantee and the Bank hereby waives all of its rights under any such law.
6. This Guarantee is in addition to and not in substitution of any other guarantee or security now or which may hereafter be held by the Authority in respect of or relating to the Agreement or for the fulfilment, compliance and/or performance of all or any of the obligations of the Applicant under the Agreement.
7. Notwithstanding anything contained hereinbefore, the liability of the Bank under this Guarantee is restricted to the guaranteed amount and this Guarantee will remain in force for the period specified in paragraph 8 below and unless a demand or claim in writing is made by the Authority on the Bank under this Guarantee all rights of the Authority under this Guarantee shall be forfeited and the Bank shall be relieved from its liabilities hereunder.

8. The Guarantee shall cease to be in force and effect on ****\$ unless a demand or claim under this Guarantee is made in writing before expiry of the Guarantee, the Bank shall be discharged from its liabilities hereunder.
9. The Bank undertakes not to revoke this Guarantee during its currency, except with the previous express consent of the Authority in writing and declares and warrants that it has the power to issue this Guarantee and the undersigned has full powers to do so on behalf of the Bank.
10. Any notice by way of request, demand or otherwise hereunder may be sent by post addressed to the Bank at its above referred branch, which shall be deemed to have been duly authorized to receive such notice and to effect payment thereof forthwith, and if sent by post it shall be deemed to have been given at the time when it ought to have been delivered in due course of post and in proving such notice, when given by post, it shall be sufficient to prove that the envelope containing the notice was posted and a certificate signed by an officer of the Authority that the envelope was so posted shall be conclusive.
11. This Guarantee shall come into force with immediate effect and shall remain in force and effect for up to the date specified in paragraph 8 above or until it is released earlier by the Authority pursuant to the provisions of the Agreement.

Signed and sealed this day of 20..... at SIGNED, SEALED AND DELIVERED For and on behalf of the Bank by:
(Signature) (Name) (Designation) (Code Number) (Address)

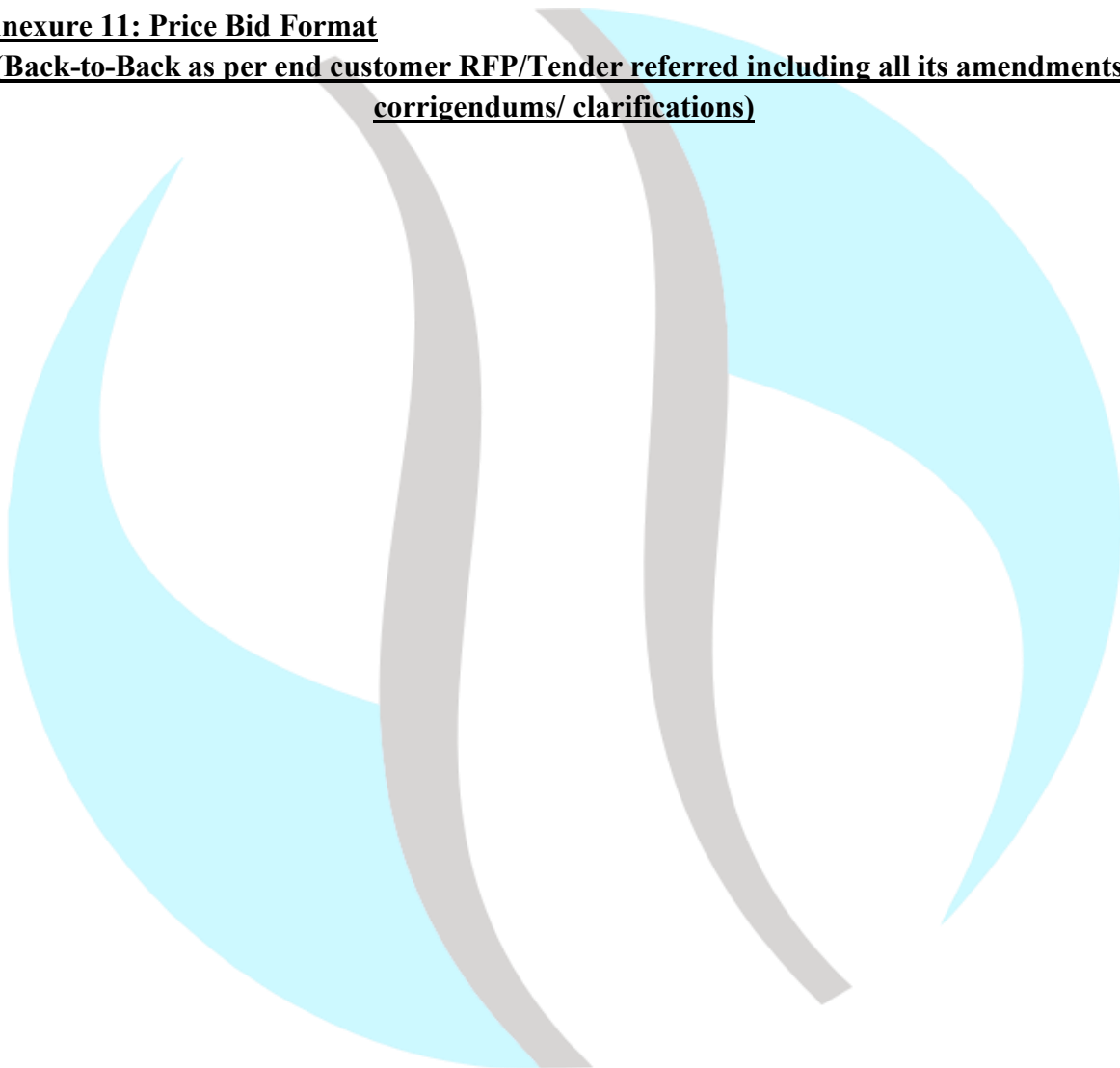
NOTES:

- a. The bank guarantee should contain the name, designation and code number of the officer(s) signing the guarantee.
- b. The address, telephone number and other details of the head office of the Bank as well as of issuing branch should be mentioned on the covering letter of issuing branch

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Annexure 11: Price Bid Format

**(Back-to-Back as per end customer RFP/Tender referred including all its amendments/
corrigendums/ clarifications)**



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Annexure 12: BoQ (Back-to-Back as per end customer RFP/Tender)



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बिड दस्तावेज़ / Bid Document

बिड विवरण / Bid Details	
बिड बंद होने की तारीख/समय / Bid End Date/Time	06-02-2026 17:00:00
बिड खुलने की तारीख/समय / Bid Opening Date/Time	06-02-2026 17:30:00
बिड पेशकश वैधता (बंद होने की तारीख से) / Bid Offer Validity (From End Date)	180 (Days)
मंत्रालय/राज्य का नाम / Ministry/State Name	Chhattisgarh
विभाग का नाम / Department Name	Higher Education Department Chhattisgarh
संगठन का नाम / Organisation Name	Chhattisgarh Swami Vivekananda Technical University (csvtu)
कार्यालय का नाम / Office Name	Bhilai
वस्तु श्रेणी / Item Category	Scanning and Digitisation Service (Version 2) - 200; A4
अनुबंध अवधि / Contract Period	5 Year(s) 1 Day(s)
बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का) / Minimum Average Annual Turnover of the bidder (For 3 Years)	2000 Lakh (s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष / Years of Past Experience Required for same/similar service	3 Year (s)
एमएसएमई के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है / MSE Relaxation for Years of Experience and Turnover	No
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है / Startup Relaxation for Years of Experience and Turnover	No
विक्रेता से मांगे गए दस्तावेज़ / Document required from seller	Experience Criteria, Bidder Turnover, Certificate (Requested in ATC), Additional Doc 1 (Requested in ATC), Additional Doc 2 (Requested in ATC), Additional Doc 3 (Requested in ATC), Additional Doc 4 (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेजों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेनू है / Do you want to show documents uploaded by bidders to all bidders participated in bid?	Yes (Documents submitted as part of a clarification or representation during the tender/bid process will also be displayed to other participated bidders after log in)

बिड विवरण/Bid Details	
बिड लगाने की समय सीमा स्वतः नहीं बढ़ाने के लिए आवश्यक बिड की संख्या। / Minimum number of bids required to disable automatic bid extension	3
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / Number of days for which Bid would be auto-extended	10
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / Number of Auto Extension count	1
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	No
बिड का प्रकार/Type of Bid	Two Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /Time allowed for Technical Clarifications during technical evaluation	3 Days
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation

ईएमडी विवरण/EMD Detail

एडवाइजरी बैंक/Advisory Bank	IDBI Bank
ईएमडी राशि/EMD Amount	500000

ईपीबीजी विवरण /ePBG Detail

एडवाइजरी बैंक/Advisory Bank	IDBI Bank
ईपीबीजी प्रतिशत (%) /ePBG Percentage(%)	3.00
ईपीबीजी की आवश्यक अवधि (माह) /Duration of ePBG required (Months).	60

(a). जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित केटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज प्रस्तुत करने है। एमएसई केटेगरी के अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा सेवाओं के लिए सेवा प्रदाता ईएमडी से छूट के पात्र हैं। व्यापारियों को इस नीति के दायरे से बाहर रखा गया है।/EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy.

(b).ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए। / EMD & Performance security should be in favour of Beneficiary, wherever it is applicable.

लाभार्थी /Beneficiary :

Registrar
Bhilal, technical Education Department Chhattisgarh, Chhattisgarh Swami Vivekananda Technical University (CSVTU),

(Amit Singh Rajput)

बोली विभाजन लागू नहीं किया गया/Bid splitting not applied.

1. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.
2. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid document (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.
3. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required

Please add additional scope of work:[1767782014.pdf](#)

This Bid is based on Quality & Cost Based Selection (QCBS) . The technical qualification parameters are :-

Parameter Name	Max Marks	Cutoff Marks	Qualification Methodology Document
ATC Technical Evaluation Table	100	60	View File

Total Minimum Qualifying Marks for Technical Score: 60

QCBS Weightage(Technical:Financial):30:70

Designation of CA : Registrar

Office of CA : CSVTU Bhilai

CA approval document link : [View file](#)

Scanning And Digitisation Service (Version 2) - 200; A4 (20000000)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Scanning Resolution (dpi)	200
Document Size	A4
Document Age (In Years)	30 days
Metadata Field (per image/page)	Not Required

विवरण/ Specification	मूल्य/ Values
Colour Type	True Colour
Speed of Scanning (Number of Pages Per Day)	50001 to 100000
एडऑन /Addon(s)	
Binding Required	NA
Bar Coding required	NA

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer	No
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अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

प्रेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / Total number of images(page s) scanned and digitized	अतिरिक्त आवश्यकता /Additional Requirement
1	Amit Singh Rajput	491107,Chhattisgarh Swami Vivekanand Technical University Newai, Bhilai, Chhattisgarh 491107	20000000	N/A

क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें/Buyer Added Bid Specific Terms and Conditions

1. Generic

OPTION CLAUSE: The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract. However, once the contract is issued, contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration

2. Buyer Added Bid Specific ATC

Buyer uploaded ATC document [Click here to view the file.](#)

3. Forms of EMD and PBG

Bidders can also submit the EMD with Account Payee Demand Draft in favour of

Registrar CSVTU Bhilai
payable at
500000

Bidder has to upload scanned copy / proof of the DD along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.

अस्वीकरण/Disclaimer

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.
15. Buyer added ATC Clauses which are in contravention of clauses defined by buyer in system generated bid template as indicated above in the Bid Details section, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by GeM GTC.
16. In a category based bid, adding additional items, through buyer added additional scope of work/ additional terms and conditions/or any other document. If buyer needs more items along with the main item, the same must be added through bunching category based items or by bunching custom catalogs or bunching a BoQ with the main category based item, the same must not be done through ATC or Scope of Work.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

All GeM Sellers/Service Providers shall ensure full compliance with all applicable labour laws, including the provisions, rules, schemes and guidelines under the four Labour Codes i.e. the Code on Wages, 2019; the Industrial Relations Code, 2020; the Occupational Safety, Health and Working Conditions Code, 2020; and the Code on Social Security, 2020 as and when notified and brought into force by the Government of India.

For all provisions of the Labour Codes that are pending operationalisation through rules, schemes or

notifications, the corresponding provisions of the pre-existing labour enactments (such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972, etc. and relevant State Rules) shall continue to remain applicable.

The Seller/ Service Providers shall, therefore, be responsible for ensuring compliance under:

- All notified and enforceable provisions of the new Labour Codes as mentioned hereinabove; and
- All operative provisions of the erstwhile Labour Laws until their complete substitution.

All obligations relating to wages, social security, safety, working conditions, industrial relations etc. and any other statutory requirements shall be strictly met by the Seller/ Service Provider. Any non-compliance shall constitute a breach of the contract and shall entitle the Buyer to take appropriate action in accordance with the contract and applicable law.

This Bid is governed by the [सामान्य नियम और शर्तें/General Terms and Conditions](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in सामान्य नियम और शर्तें/General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।/In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

---धन्यवाद/Thank You---

ADDITIONAL TERMS AND CONDITIONS (ATC)

&

Scope of Work (SOW)

Tender Document For

**Digitalisation of Answer Scripts & Onscreen Evaluations for
CSVТУ, Bhilai, CG**

Ar *Pamala* *AB* *Core* *Ravi*

PREPARATION OF THE BID

1. **Mode of Submission:**

The tender shall be submitted online through the Government e-Marketplace (GeM) portal only. No physical submission of bids will be accepted under any circumstances.

2. **Bid Structure:**

The tender will consist of three parts, to be submitted online as follows:

- a) **EMD/ Bid Security:** The bidder shall submit an Earnest Money Deposit (EMD) of Rs. 5,00,000 (Rupees Five Lakh only) in favour of Registrar, CSVTU, payable at Bhilai, through the GeM portal as per the available online payment options or as specified in the tender document.
- b) **Technical Bid:** The bidder shall upload all relevant documents pertaining to technical eligibility and essential qualifications as per the bid requirements.
- c) **Financial Bid:** The bidder shall quote prices in the prescribed financial format on the GeM portal. The quoted prices must be inclusive of all applicable taxes, duties, and other charges.

3. **Submission Deadline:**

The complete bid must be submitted online through the GeM portal by the date specified on the GeM portal.

Bids submitted through any other mode (including by hand or post) **will not be accepted.**

4. Only Complete Bid submitted as per ATC document will be considered for opening.
5. All the technical bids which obtain **minimum 60 marks** (Agency Selection method will be applied as per conditions described) are eligible for Financial Bid opening.
6. However, University, CSVTU reserves right to accept or reject any or all the bid/s. No objection or legal action can be taken against decision University if participated.
7. After the acceptance of proposal, the selected agency have to sign an agreement on Rs 1000/- non-judicial stamp and furnish Performance Bank Guarantee of 3% of the awarded contract value. The points/clause mentioned in the PROJECT DETAILS Further can be enhanced during the time of Agreement.

PROJECT DETAILS

❖ SCOPE OF WORK

The CSVTU intends to implement a comprehensive system to manage the **Answer Book Scanning and On-Screen Marking (OSM) process**. The system shall mainly comprise the following activities:

- Scanning of Answer Books (Number of Pages 36 including OMR) (preferably without cutting the spine).
- On-Screen Marking (Digital Evaluation).
- Post-evaluation activities.

A. Scanning and Digitization of Answer Booklets (Number of Pages 36 including OMR)

1. Digitization and secure packaging of answer booklet images for Digital Evaluation (e-Evaluation).
2. Setting up Digital Scanning Centres at the University premises and/or designated Nodal Centres to meet the demand/requirements of CSVTU.
3. Digitization of Answer Booklets using high-speed scanners, with or without cutting the spine.
4. Digitized Answer Booklets shall be pushed to secure Data Centre servers.

B. Digital Evaluation

1. Complete evaluation process of Answer Booklets using the Digital Evaluation software.
2. Setting up and management of evaluation centres, with provision for secure work-from-home evaluation (as permitted by CSVTU on a case-to-case basis).
3. Dynamic allocation of Answer Scripts to eligible evaluators.
4. Mapping of evaluator data to valuation centres and sending SMS/email notifications.
5. Daily generation of hard copy reports of Answer Booklets corrected by evaluators, signature collection, and uploading to the system.

C. Training to Evaluators

1. The bidder shall provide training to Head Evaluators and Evaluators in both online and offline modes, as per the schedule and venues specified by CSVTU.

D. Compliance and Result Processing

1. The software must comply with all legal and statutory requirements of CSVTU.
2. Results processing shall be carried out by applying validation rules, declaring results, and generating related reports.

E. System Features (Digital Evaluation Software)

1. The proposed system must include the following features:
2. Provide a simple, efficient, and accurate medium for evaluation, handling tasks such as totalling, validation of maximum marks, ensuring all answers are marked, and handling optional/extra questions as per CSVTU's rules.
3. Bidder shall incorporate modifications in the software as required by CSVTU.
4. Support organization of Digital Evaluation at multiple locations.
5. Submission of implementation plan and training schedule for CSVTU approval.

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6. Integration of CSVTU master data (colleges, courses, regional centres, evaluation centres, students, and pool of examiners).
7. Enable digitization of handwritten Answer Scripts at appropriate resolution and storage in secure servers for distributed evaluation.
8. Scanning shall preferably be done without cutting the spine of the Answer Script.
9. Digitization process shall include:
 - a. Ability to read Barcode/OMR/QR/ICR, etc.
 - b. Automatic generation of unique random numbers to ensure anonymity.
 - c. Masking of selected fields across answer script pages.
10. Lifecycle tracking of answer scripts from receipt, digitization, evaluation, and return to CSVTU.
11. Authentication via login ID/password, with password delivery to registered mobile numbers.
12. Dynamic and automated random allocation of answer scripts to evaluators, ensuring secrecy.
13. User-friendly interface providing scripts, question papers, scheme, and marks entry on the same screen with zoom/marking tools.
14. Automatic return of un-evaluated scripts to the pool for reallocation without delay.
15. Daily progress and monitoring dashboard for CSVTU (received, digitized, evaluated, pending scripts).
16. Facility for re-evaluation without disclosure of prior marks.
17. Stacking module for secure storage and retrieval of physical answer scripts post-scanning.
18. CSVTU shall provide evaluator lists.
19. Availability of evaluated scripts to students through web services.
20. Evaluation centre requirements will be finalized by CSVTU based on workload and examiner availability.

F. Evaluator Registration and Finance Reporting

1. The system must include a dedicated Evaluator Registration Module.
2. Automated reports must be generated in formats compatible with CSVTU Finance Department for timely payments.
3. Vendor shall submit such reports periodically to the Finance Department.
4. A dedicated resource shall be assigned by the bidder for registration, report generation, and coordination.

G. Mode of Evaluation

1. The Bidder shall establish Computer-Based Evaluation Centres at multiple locations across Chhattisgarh, as designated by CSVTU, at its own cost.

H. Infrastructure, Maintenance, and Transportation Responsibilities

1. CSVTU shall provide only power supply and basic furniture. All other infrastructure costs shall be borne by the bidder.
2. Bidder's Responsibilities:
 - a. Arrange and install electrical cabling, networking, and other infrastructure at their own cost.
 - b. Ensure maintenance, upkeep, and repair of the lift facility at scanning premises.
 - c. Bear all expenses related to upkeep and maintenance of the scanning centre.

- d. The Bidder shall maintain the Scanning Centre infrastructure, including CCTV live surveillance, in fully operational condition throughout the contract period
- e. Bear all transportation and fuel-related expenses for distribution/collection of answer copies from Existing Nodal Centres to University premises.

I. Privacy and Security Standards

1. The solution must comply with Government of India Privacy and Security Norms.

J. Additional Requirements

1. The system should be capable of fetching and generating reports as required by CSVTU.
2. The Bidder shall establish a dedicated Project Management Unit (PMU) at the CSVTU Bhilai campus for the execution and management of the project.
3. The Bidder shall deploy a dedicated Project Manager and a Deputy Project Manager to oversee and manage all operations under this contract at the University Campus
4. Biometric attendance shall be mandatory for all deployed personnel. The attendance data shall be maintained and made available to the University or its authorized representative for verification as and when required.
5. The system shall provide a secure provision for students to view their evaluated Answer Scripts online and raise objections regarding their marks, if any, within a defined timeframe. The system must log such objections, maintain an audit trail, and provide CSVTU with consolidated reports for resolution.
6. Post result declaration, the bidder shall handover all the evaluated Answer Scripts in secured storage devices (such as encrypted hard drives or equivalent media) to CSVTU. The data handover must ensure completeness, integrity, and compliance with CSVTU's data retention policies.
7. Responsibilities of the Service Provider: The Service Provider shall execute the work strictly as per the time schedule for evaluation to be mutually agreed through a separate Service Level Agreement to be signed by the CSVTU and the service provider.
8. The Service Provider shall furnish a list of staff members engaged in the process along with their assigned duties. Biometric attendance of all staff members shall be recorded at CSVTU premises. CSVTU reserves the right to deduct payment proportionately in case of any staff absence beyond the permissible leave policy of CSVTU.

❖ MODEL OF ENGAGEMENT

- CSVTU, is looking for a Technical implementation partner for the period of five years from date of go-live.
- Following will be operational aspect of proposed project:
 - A. 5 years' engagement agreement between CSVTU and Selected agency from the date of MoU. Which may be extended
 - B. Site allocation by CSVTU in consultation with selected Agency and number of systems with required configuration.
 - C. Payment will be made on Per answer booklets evaluation basis.
 - D. The unit of work will be awarded to selected Agency would be "Academic session (semester -wise)" and payment will be made within 15-30 days of the successful completion for the successful count.
 - E. CSVTU will nominate an authorised person from university and provide required candidate data in consultation with selected agency.

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- F. If CSVTU is satisfied with the work the contract may extend for another 2 years with mutual agreement.
- G. In the event of an increase in the Tender scope—whether related to manpower, modules, or additional features—the applicable rates shall be revised through mutual discussion and agreement.
- H. The agency shall ensure automatic, encrypted, and verifiable transfer of marks data between valuation and result systems with no manual intervention.
- I. Upon contract termination after five years, the Service Provider shall deposit the complete source code and documentation with the university. The university will have exclusive, perpetual, and irrevocable rights to use, modify, and distribute the software. (if our planning is to perform DVC by own in the future)

❖ PROJECT AWARD

Bidders found eligible on the basis of pre-qualification criteria parameters described shall only be considered for Tender evaluation.

*****Note: Selection criteria will be based on "Quality cum Cost Base"(QCBS)***

Following is the evaluation process/criteria that will be applied for all the received proposals. The award criterion will be "the most economically viable & technologically feasible" tender that includes the requested services.

The evaluation will be based on Four-Step process including:

- Step-1: Technical Evaluation,
- Step-2: Capability Evaluation (Vendor Presentation/Demo)
- Step-3: Financial Evaluation, and
- Step-4: Combined Final Evaluation

The final Agency will be awarded the project with the following next steps:

- Letter of initial work order.
- The Agency needs to accept the Letter of Acceptance and send the acknowledgement back to CSVTU.
- Signing of contract.
- Data will be given to agency.
- Furnishing of Performance Bank Guarantee (3%) in proportionate to work order value

PRE-QUALIFICATION CRITERIA

The bidder must possess the requisite experience, strength and capabilities in providing the services necessary to meet the requirements, as described in the Tender document. The bidder must also possess the technical know-how and the financial wherewithal that would be required to successfully provide the services sought by the Chhattisgarh Swami Vivekanand Technical University (CSVТУ) Bhilai, for the entire period of the contract. The bids must be complete in all respects and should cover the entire scope of work as stipulated in the Tender document else the bids shall be rejected summarily.

Handwritten signatures and initials: Ak, Pamarthi, [Signature], Gue, [Signature]

The invitation to bid is open to all bidders who qualify the eligibility / pre-qualification criteria as given below:

Bidder should be a state/central PSU and working in India. The registered agency should be operating in India for a minimum of three years as on 31st Mar 2025 with an objective of offering IT services and IT enabled Services.

1. The bidder should have an average minimum annual turnover of Rs. 20 Crore in IT related activities in the last 3 financial years (22-23, 23-24 & 24-25).
2. The Bidder must be a profitable organization during the previous successive three years of operations.
3. The bidder must not be a defaulter to any financial institution with any case pending in the court of law.
4. The bidder must be in the business of Pre & Post exam or having experience in University management or administrative IT or IT enabled services a minimum of 3 (three) years. Work order pertaining to the same must be provided.
5. The bidder should be registered with appropriate tax authorities such as Income Tax and GST Registration certificate and should submit the certificate of registration with these authorities.
6. The bidder must have a minimum certification of "CMMI Level 3" or above and ISO 9001:2015.
7. Forms A, B, and C must be duly completed and uploaded in the ATC section of the GeM portal.

B. TECHNICAL EVALUATION

Following evaluation parameters will be used for Technical Evaluation, and will be applied on all the Technical Proposals:

S.No.	Technical Evaluation	Description	Max Marks
1.	Similar Project experience in University/Education sector for Pre & Post exam or having experience in University management or administrative IT or IT enabled services.	Minimum 1 Government Universities/Education Sector: 5 marks 2 or more Government Universities/Education Sector: 10 marks	10
2.	The Bidder must have ISO 9001 and certifications or CMMI Level 3 certification	ISO 9001:2015 = 5 Marks CMMI Level 3 = 5 Marks CMMI Level 5 = 5 Marks	15
3.	Project Experience of Digital Evaluation	For 10 Lac booklets/documents = 5 Marks For 20 Lac booklets/documents = 10 Marks	10

4.	Project experience in PAN India Government Universities/Education sector related to examinations related work.	The bidder must have successfully implemented project in minimum two Government University/Education sector in Chhattisgarh /PAN India- For Two Government University/Educational sector/ Government Organization experience (CG/PAN India) = 5 Marks For more than 2 Government University/Educational sector/Government Organization experience(CG/PAN India) = 10 Marks	10
5	The Bidder Should have an average annual turnover of at least minimum Rs. 20 crore for last 3 financial year I.e FY 2022-23,23-24,24-25 from examination related work.	Upto INR 20 – 40 Crores = 5 marks INR 40 - 80 Crores = 10 marks Above 80 Crores = 15 marks	15
6	Bidder should have continuous Govt University/Education sector work experience of pre-post examination services for minimum 50,000 students per year in a single university/educational sector	Upto one years – 3 Marks >= 2 years – 7 Marks >= 3 years – 10 Marks	10
7	Bidder's Experience of simultaneous scanning/digitization of answer booklets for state/central exam board at multiple locations(cities) for project of Government Universities/Educational Sectors/Examination	>= 5 locations - 3 marks >= 10 locations - 7 marks >= 15 locations - 10 marks	10
8	Technical Presentation	Approach & Methodology >= Understanding of scope of work- 5 marks >= Solution Architecture approach- 5 marks >= Data Migration Approach- 5 marks >= Project Management Plan- 5 marks	20

Technical Evaluation (Max Marks - 100)

Note: - Bidder who do not qualify the eligibility evaluation will not be considered for financial evaluation.

The Bidders who do not obtained 60 marks out of 100 marks in technical evaluation, will not be considered for financial evaluation.

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C. FINANCIAL EVALUATION

Following evaluation method will be used for Commercial/Financial Proposals.

1. Those bidders who will get above 60 % marks in technical evaluation criteria including presentation, will qualify for financial bid.
2. As per GeM QCBS.

D. PAYMENT SCHEDULE

CSV TU will follow the below mentioned payment schedule and payment terms:

Milestone	Payment%
A. On completion of scanning	50%
B. On-Screen Marking (Digital Evaluation). C. Post-evaluation activities.	Balance 50%

After submitting the bill, the payment will be released with-in 30 days from the date of submission.

***Note: TDS will be deducted as per norms of CSV TU but not more than Income Tax section 194 J (b) from the payment made to the bidder.*

INVOICING & PAYMENT TERMS

Detailed Invoicing and Payment Terms will be addressed during the time of Contract Award/Work Order as per the payment schedule.

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LIABILITIES OF CSVTU

This Tender is only an invitation for proposal and no contractual obligation on behalf of CSVTU whatsoever shall arise from the Tender process unless and until a formal contract is signed between CSVTU and the Selected Agency.

This Tender document does not commit CSVTU to pay any cost incurred in the preparation or submission of any proposal or to procure or contract for any services in this regard.

DECISION AUTHORITY

CSVTU will make its decision based on the ability of the Bidder(s) to meet our specific needs, technical expertise of the Bidder(s), delivery capabilities, customer references, past satisfactory performance experience, system completeness (which is a must) be sides cost, and CSVTU is the sole and final authority in the decision making.

SCOPE CHANGES

CSVTU reserves the right to alter/modify the scope of work mentioned in this Tender document at any stage of the bidding process and contract.

TENDER CONFIDENTIALITY

All information contained in this Bid, or provided in subsequent discussions or disclosures, is proprietary and confidential. No information may be shared with any other organization, including potential sub-contractors, without prior written consent from CSVTU.

BIDDER RESPONSIBILITY

The Tender is issued for Answer Book Scanning and Digital Evaluation process "Hence, upon successful bid, it is the Vendor's responsibility for the completeness of the project in full capacity.

Note: The successful Bidder/Vendor should submit a self-declaration/ undertaking as part of bid submission per Form-1 on their company letter head.

TERMINATIONS

CSVTU reserves the right to terminate the contract at any stage of the work by giving 90 days' notice if it is found/observed that the delay occurred in any of the activities covered under the contract and will affect the overall work schedule. In this regards the decision of Vice-Chancellor, CSVTU shall be final and binding for both the parties. The tender may be terminated at any stage without any explanation with all rights and power reserved by the competent authorities i.e Vice Chancellor.

L. ARBITRATION

Any dispute or difference or claim arising out of or in relation to this contract shall be settled or decided as per latest Arbitration & Conciliation Act, 1996. The jurisdiction of the arbitration shall be at Durg.

M. JURISDICTION

This Tender shall be construed, interpreted and applied accordance with, and shall be governed by, the laws applicable in India. The courts at Durg shall have the exclusive jurisdiction to entertain any matter arising out of or in relation to this Tender.

N. GENERAL (financial and organizational information)

Bidder is required to submit the following information in respect of its organization:

- a. Company Registration Certificate
- b. Name and postal address including email, telephone, fax number etc.
- c. Self-certified copies of documents defining the legal status, place of registration and principal places of business.
- d. Names and title of Directors/Partners and officers who shall be concerned with the work, with designation of individuals authorized to act for the organization.
- e. Information on any litigation in which the bidder was involved during the last five years including any current litigation. In case of no litigation a declaration from authorised signatory will be required.
- f. Check list-
 - i. Financial Audit report for last three-year (2022-23,2023-24,2024-25) certificate certified by CA
 - ii. PAN Card
 - iii. GST Registration Certificate
- g. Proof of Criteria Fulfilment
- h. In addition to the above, an agreement shall be signed between CSVTU and the bidder, in accordance with the terms and conditions set forth by CSVTU Bhilai, as per its norms and ordinances. The agreement will be valid for a period of 5 years and must be executed on a non-judicial stamp paper of ₹1000 value, following the successful award of the bid.

NOTE: -

1. Other terms and condition will be finalized at the time of agreement between successful bidder & CSVTU (Authorized Person)
2. In case of any dispute regarding the tender, the competent authority has the right to reserve its decision
3. Responsibilities of the Service Provider: The Service Provider shall execute the work strictly as per the time schedule for evaluation to be mutually agreed through a separate Service Level Agreement to be signed by the CSVTU and the service provider. The Service Provider shall make payment towards consumption of electricity and for utilizing the infrastructure i.e. Manpower, Computers & Peripherals, Generator, Space, Furniture etc. at the scanning centres and to the evaluation centres on the basis of per terminal per day (considering the amount for usage of Manpower, Computers and Peripherals, Generator, Space, Furniture etc.) engaged by the service provider in the Evaluation Centre. Payment to the Evaluation Centre by the On Screen Marking (OSM) agency shall be made based on the actual number of terminals and number of days engaged by the agency for OSM work.

O. PENALTY CLAUSE

1. Delay in Performance:

The Service Provider shall upload all answer books within ten (10) days after the completion of the respective semester examination and complete the valuation process within twenty-one (21) days thereafter. The marks shall be transferred to CSVTU within three (3) days after completion of the valuation. A financial penalty may be imposed by CSVTU for any delay or non-compliance with these timelines.

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Mismatch/Wrong Scanning of Answer Books i.e. mentioning wrong roll number against the scanned answer books should be treated as error/discrepancy. If any discrepancy/error is found penalty shall be charged @Rs.20000/- (Rupees twenty thousand only) per error/discrepancy.

If at any stage it has been found that Partial Scanning of Answer Books has been done and/or portions of one answer books are merged with another one in scanning work, should also be treated as error/discrepancy and a penalty shall be charged maximum @Rs.20000/- (Rupees twenty thousand only) per error/discrepancy.

If an answer books is found un-scanned, maximum penalty of Rs. 50000/- (Rupees fifty thousand only) per answer book shall be charged.

The Firm is responsible to keep the original answer books in their safe custody. If any answer book is found missing, it will be treated seriously and appropriate penalty/action including black listing/debarment of the Service Provider, as deemed fit shall be imposed by the CSVTU in addition to the forfeiture of Performance Security. The quantum of penalty or any other civil or criminal action may be decided by the CSVTU keeping in view the extent to which the result of the region is effected or the reputation of the CSVTU in conducting a fair and transparent examination. The decision of the CSVTU in such case shall be final and binding on the Service Provider.

In case any portion/question in the answer books remains unevaluated, the same shall be considered to be an error and a maximum penalty @ of Rs. 20000/- (Rupees twenty thousand only) per error shall be applicable. The examiner shall not be responsible in such cases.

In case of excessive errors as defined above i.e. in more than 5% of Answer Books or in case the CSVTU is of the view that the work has not been performed satisfactorily and cannot be professionally performed by the Firm, the CSVTU shall in addition to forfeiture of Performance Security shall be entitled to terminate the agreement without giving any notice and in that case the CSVTU would not be liable to pay any amount to Firm under the agreement nor Firm shall claim any amount on any account from the CSVTU. In case any amount is already paid to Firm, the CSVTU would be entitled to claim refund of the amount with interest or any other consequential loss. Any amount which would be paid by the CSVTU and which would be liability of the CSVTU and which may be recovered from the CSVTU by any person on account of errors/mistakes of the Firm or any loss incurred by the CSVTU in executing the remaining work by any other service provider or any such damages besides the damages stipulated herein before would also be the liability of Firm and would be paid by Firm to the CSVTU without any objection of any type.

The time schedule as mutually agreed/ Service Level Agreement (SLA) between the CSVTU and the Service Provider will have to be strictly adhered to for the execution of the work. In case of delay, a penalty @ the rate of 6% per day on the amount of bill will be imposed subject to a maximum penalty of 40% of the amount of the Bill.

In case of failure of the service provider to execute the work or in case of inordinate delay i.e. delay of more than 02 weeks (14 days) or in case of excessive errors as defined above i.e. in more than 5% of Answer Books, the CSVTU shall have the right to impose suitable penalty as deemed fit, subject to a maximum penalty of 50% of the Bill amount, besides the forfeiture of Performance Security.

The Firm should be responsible to make all arrangements to ensure complete security, secrecy and safe custody of all the answer books in form of hard/soft copies. All transit risk will be to Firm's account.

Upon completion of work, the Firm shall furnish an undertaking that scanned data shall not be given/transferred to any person/firm/agency and the same has been destroyed. In case any discrepancy/ breach is noticed by the CSVTU, the firm will be black listed and appropriate fitting penalty/action in court of law including criminal proceedings shall be initiated by the CSVTU.

Liability of bidder to be full and absolute to the value of the work award.

The decision of the CSVTU on the total number of errors for calculation of penalty shall be final and binding on Service Provider.

The decision of the CSVTU for imposing penalty shall be final and binding on the Service Provider and shall not be open to any challenge in any court of law or in any arbitration proceedings.

Amendment of Tender Document: At any time before the deadline for submission of bids, the CSVTU may for any reason, reserves the right to change, alter or delete in part or full in any clause or in the terms and conditions of the tender document by amending, modifying and/or supplementing the same. All prospective Bidders shall be notified of any such amendments/modification/deletion on the CSVTU website www.CSVTU.ac.in and all such amendments shall be binding on the bidders without any further notice, act or deed. The prospective bidders are advised to periodically browse this website to find out any further corrigendum / addendum / notice published with respect to this tender. In the event of any amendment, the CSVTU reserves the right to extend the deadline for the submission of the bids, in order to allow prospective Bidders time to take the amendment into account while preparing their bids.

2. Breach of Agreement:

In case of any breach of the agreement by the bidder, including but not limited to failure to fulfill contractual obligations, non-compliance with specifications, or any other violation of terms, CSVTU reserves the right to impose a penalty. The penalty may include, but is not limited to, a financial charge, forfeiture of performance security, or termination of the contract.

FORM 'A' FINANCIAL INFORMATION

Financial Analysis – Details to be furnished duly supported by figures in balance sheet/profit and loss account for the last Three years duly certified by the Chartered Accountant as submitted by the applicant to the Income Tax Department (copies to be attached).

Particulars	2022-23	2023-24	2024-25
Gross Annual			
Profit/Loss			

Seal and Signature of Applicant(s)

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FORM 'B': TOTAL RESPONSIBILITY UNDERTAKING

(Submit this form by printing the below specified content in your company letter head.)

To,
The Registrar,
Chhattisgarh Swami Vivekanand Technical University (CSV TU),
Newai, Bhilai, Chhattisgarh 491107

Ref: Bid Notification no.... <xxxx> dated <dd/mm/yyyy>
Sub: Self certificate regarding Total Responsibility

Dear Sir,
This is to certify that we undertake total responsibility for the successful and defect free operation of the proposed Project solution, as per the requirements of the Bid for Answer Book Scanning and Digital Evaluation process for CSV TU, Bhilai

Thanking you,

Yours faithfully
(Authorized Signatory)
Authorized Signatory's Name:
Authorized Signatory's Designation:

Place:
Date:
Bidder's Company Seal:

FORM 'C': UNDERTAKING FOR NON-BLACK LISTING

(Submit this form by printing the below specified content in your company letter head.)

To,
The Registrar,
Chhattisgarh Swami Vivekanand Technical University (CSVТУ),
Newai, Bhilai, Chhattisgarh 491107

Ref: Bid Notification no.....<xxxx> dated<dd/mm/yyyy>
Subject: Self Declaration of not been blacklisted

Dear Sir,
We confirm that our company,_, is not terminated or blacklisted in any manner whatsoever by any of the State/UT and/or central government in India on any ground and also not included in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice.

Thanking you,

Yours faithfully

(Authorized Signatory)
Authorized Signatory's Name:
Authorized Signatory's Designation:

Place:
Date:
Bidder's Company Seal: